



**REQUEST FOR PROPOSALS (RFP) – AMENDED MAY 19, 2017**

***LIVESCAN Equipment Program***

*SFY 2017-2018*

**Issued: Wednesday, May 17, 2017**

**KEY DATES AND NOTICES:**

<b>Submission Deadline:</b>	<b>Wednesday, June 21, 2017 by Noon</b>
<b>Final Submission of Questions:</b>	<b>Wednesday, May 24, 2017</b>
<b>Response to Questions Posted:</b>	<b>On or about Wednesday, May 31, 2017</b>
<b>Notification of Award(s):</b>	<b>On or about Friday, July 14, 2017</b>

1. All Proposals must be submitted by the submission deadline on-line via the DCJS Grants Management System (GMS). **Applicants who are not registered to access GMS will need to obtain user access in order to submit an application.** See Appendix: *DCJS Grants Management System (GMS) Instructions and Helpful Hints.*
2. Questions regarding this RFP should be emailed to [dcjsfunding@dcjs.ny.gov](mailto:dcjsfunding@dcjs.ny.gov). Responses to the questions will be posted on the DCJS website at <http://www.criminaljustice.ny.gov/ofpa/index.htm> on or about date indicated above. If the applicant has any technical questions such as, "Did DCJS receive my e-mail?" please call (518) 457-9787. Please note that DCJS cannot answer substantive questions concerning this RFP in any manner other than the e-mail method described above.
3. Applicants will be advised of award decisions via a letter of notification, which will be emailed to the address provided by the applicant in GMS. Where applicable, applicants not receiving an award will receive notification via email and by U.S. Postal Service mail. A debriefing is available to any entity that submitted a proposal or application in response to this solicitation who is not successful in receiving an award. (See Section: Notification of Awards.)
4. There is a 50% cash match requirement for this program.
5. Unless otherwise modified by DCJS, the contract term for this grant opportunity will 12 months.

**REQUEST FOR PROPOSALS (RFP) – AMENDED MAY 19, 2017**  
***LIVESCAN Equipment Program***  
***SFY 2017-2018***

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## I. INTRODUCTION

The New York State (NYS) Division of Criminal Justice Services (DCJS) seeks proposals for grants to fund the purchase of Livescan fingerprint processing equipment. Approximately \$500,000 will be made available to probation departments and other law enforcement agencies as described below. There is a required 50% match for grants funded through this Request for Proposals (RFP), which acknowledges the shared benefit and responsibility local agencies have related to this critical law enforcement function.

DCJS enhances public safety by providing resources and services that inform decision making and improve the quality of the criminal justice system. DCJS is a multi-function criminal justice support agency with a variety of responsibilities, including collection and analysis of statewide crime data; operation of the DNA databank and criminal fingerprint files; administration of federal and state criminal justice funds; identifying and funding programs that reduce crime, recidivism, and victimization. Additionally, DCJS administers the state's Sex Offender Registry. DCJS conducts research on critical criminal justice issues and provides training, legal guidance and regulation to the State's law enforcement, community corrections and prosecution communities.

DCJS is committed to providing programs that improve the effectiveness of New York's justice system. Proposals will be rated and selected for funding consistent with the best interest of the state. Applicants are encouraged to demonstrate in their response to this solicitation how their proposal supports New York's commitment to public safety.

## II. ELIGIBILITY AND FUNDING GUIDELINES

### A. Eligibility

All local probation departments from jurisdictions with populations of less than two million (2,000,000) and other local law enforcement agencies identified in Appendix: *List of Eligible Non-Probation Law Enforcement Agencies*, are eligible to apply. Additional eligibility criteria is as follows:

1. Individual agencies which currently submit fingerprint data directly to DCJS, or intend to do so going forward, and **DO NOT** host a server through which other departments submit fingerprint data.
2. Agencies which **DO** host regional servers through which other departments submit fingerprint data. These agencies can file a joint application that includes ALL departments that submit through the regional server. If ALL departments that utilize the regional server are not included in the application, the host agency must commit to continue hosting the current regional server for one year from the date of contract execution to be considered for funding.

3. All non-probation Law Enforcement applicants must be current with the required submission to DCJS of their Uniform Crime Reports (UCR) or Incident-Based Reports (IBR).

## **B. Availability of Funds**

Approximately \$500,000 is available for grants to support the purchase of Livescan fingerprint processing equipment by eligible applicants. Applicants may seek up to \$10,000 in grant funds per Livescan unit which may include reasonable software and installation expenses.

All awards are subject to the availability of appropriated funds and any modifications or additional requirements that may be imposed by state or federal law. Applicants also should anticipate that awards under this initiative are **one-time awards and accordingly should propose project activities and deliverables that can be accomplished without additional funding**. Agencies receiving awards should plan for the institutionalization of the project after grant funds are no longer available, including supporting any ongoing training needs and/or equipment maintenance and warranty costs.

## **C. Eligible Costs and Equipment Requirements**

Permissible uses of grant funds shall be strictly limited to:

- The purchase and installation of Livescan equipment, including software and installation, at new locations;
- The purchase and installation of Livescan equipment, including software and installation, to replace existing equipment; and/or
- Upgrading from Cardscan to Livescan equipment, including software and installation.

Applicants may apply for more than one Livescan unit, but must provide sufficient justification that multiple units are necessary due to large arrest volumes and/or the need for new devices at different locations. Funding priority will be given based on the applicant's demonstration of need for the equipment requested.

The Livescan units requested are required to include Palm Capture functionality. Functionality for scars, marks, and tattoos; as well as digital signature capture is highly recommended, but not required. DCJS requires inclusion of the following Types of Transactions (TOTs) in the Livescan configuration: CARAAR for arrest submissions, CARJDR for juvenile arrests, CARCIR for criminal inquiries (ID purposes only). In addition, the following TOTs are recommended, depending on applicant needs: CARSOR if the agency submits sex offender updates, DEUDEC for dead submissions, CARSUP if Parole or Probation share your Livescan(s), FBICRM for resubmissions to the FBI, and CARADM for correction admissions. (For additional information including definitions of these Types of Transactions, please see the New York State Criminal Justice Electronic Biometric Transmission Standard, Section 3.1, at <http://www.criminaljustice.ny.gov/advtech/efts.pdf>).

Equipment purchases must meet all procurement guidelines of federal, state, and local governments, as applicable.

#### **D. Matching Funds**

There is a 50% cash match for this RFP. The match requirement was established to acknowledge the shared responsibility and benefit local agencies have in supporting this critical law enforcement function. Applicants must identify the source of the match and describe how match funds will be used in the budget. An example of one such match is as follows:

An applicant submitting a total budget of \$20,000 must identify the source of the 50% match, which is \$10,000. The total of the application budget must include the grant funds requested by the applicant and the 50% cash match amount. DCJS grant funds cannot account for more than 50% of the cost of equipment purchases (including software and installation).

Match funds are subject to the same documentation and reporting requirements as grant funds provided through the Livescan grant program.

#### **E. Ineligible Costs**

Permissible uses of grant funds shall be strictly limited to the purchase and installation of Livescan equipment (including software) or to upgrade from Cardscan to Livescan equipment. Any other costs, including upgrades not related to the purchase of new or replacement equipment or functionality not described under Eligible Costs, Section II.C, are ineligible.

### **III. EVALUATION AND SELECTION**

#### **Tier I Evaluation – Threshold Pass/Fail**

The Tier I Evaluation assesses whether Proposals satisfy minimum “pass/fail” criteria for funding. All proposals will be initially screened by DCJS reviewers to determine their completeness using the following criteria:

- Proposal was received by the published deadline;
- Applicant is eligible as defined by this solicitation;

The submitted proposals shall include:

- Answers to all questions as presented;
  - Budget detail and justification provided in GMS itemizing operating expenses in support of the program;
- Completed Program Work Plan, according to instructions provided; and
  - All attachments and required documents.

Tier I Evaluation criteria will receive pass/fail ratings. Any proposal that does not meet each of these conditions may be subject to disqualification from further review.

## **Tier II Evaluation – Evaluation and Scoring**

DCJS staff reviewers will evaluate Proposals that successfully pass the Tier I Evaluation. A standard rating tool will be used to score responses to questions provided in the application (see *Questions* section for additional information). The maximum score will be 50 points. Each response will be scored and all scores will be totaled, resulting in an overall score. The final score will be determined by averaging Team Reviewers' overall scores for each proposal. DCJS may, at their discretion, request additional information from an applicant as deemed necessary. Also, in the event of a substantial scoring disparity of total available points, an additional reviewer may rate the affected proposals and the average of all of the scores will determine the final average score of the proposal. In the event of a tie score among applicants, and where both applicants cannot be selected, an additional reviewer will rate the affected proposals and the average of the scores will represent the final score. The actual award amount will be dependent upon the quality of the proposed project and its relation to the requested budget, and the demonstration of need for the number of units requested.

Due to the limited availability of funds, priority for funding will be given to proposals from probation departments demonstrating the greatest need, law enforcement agencies from jurisdictions with the greatest average number of arrests per year from 2014-2016 (as reported to the DCJS Computerized Criminal History database), and law enforcement agencies seeking to equip new locations that averaged at least 50 arrests per year in 2014-2016. However, please note that all local non-probation law enforcement agencies identified in Appendix: List of Eligible Non-Probation Law Enforcement Agencies are eligible to apply to this RFP.

## **Tier III Evaluation**

The Tier III Evaluation assessments will be conducted by designated DCJS executive staff. The Tier III Evaluation will select applicants for funding and determine the award amount through consideration of the Tier II Evaluation scoring and comments, strategic priorities, available funding and best overall value to New York State.

Final award decisions will be made by DCJS in accordance with the best interests of the State. Nothing herein requires DCJS to approve funding for any applicant.

The DCJS' Executive Deputy Commissioner or his or her designee will make final decisions regarding approval and individual award amounts based on the quality of each submission, the recommendations of the reviewers and specific criteria set forth in this solicitation.

## **IV. RFP REQUIRED QUESTIONS**

### **RFP Required Questions**

The following questions must be answered in full and submitted as an attachment in the DCJS Grants Management System (GMS) as instructed. Please prepare the answers to these questions in a Microsoft Word Document using Arial, 11 point font, 1.5 spacing, and attach to GMS using the *Attachments* module.

GMS instructions are located in Appendix: *DCJS Grants Management System (GMS) Instructions and Helpful Hints* of this RFP.

A numerical rating will be awarded based on the **completeness** of the response to each of the following questions, as well as completion of the budget module in GMS. The maximum score is **50 points**. A minimum score of 70 percent or 35 is necessary to be eligible for funding. Any and all sub-sections must be answered.

### **Program Specific Questions (#1 and #2) (40 points total)**

#### **Question #1: 0-30 points**

1. **Describe the project that will be supported with the funding request. Include all sub-sections below in your description:**
  - ***What is the goal of the project?***
  - ***Where will the project operate?***
    - Describe the physical location of the project. If multiple Livescan units are being requested for use at different locations, describe why a unit is needed at each location.
  - ***When will the project operate?*** Provide a timeline for identifying equipment, ordering, installation and operation.
    - ***Include a plan*** to ensure the institutionalization of the project once funds are no longer available such as on-going training, equipment maintenance, and warranty issues.
  - **Describe the status of current Livescan/Cardscan Equipment or lack thereof.**
    - Provide the number and type(s) of equipment currently in use at your department/agency.
    - Provide a description of any malfunctioning or outdated equipment and how those issues impact the department/agency's ability to submit fingerprint data efficiently.
    - Provide justification for the number of device(s) requested in the application.
    - Regional server host agencies should provide a list of all departments that currently submit fingerprint data through their server and indicate a commitment to continue hosting for one year from the date of contract execution.

**Question #2: 0-10 points**

**2. Implementing Agency Profile – Answer all sub-sections within the following question:**

- ***Briefly describe your department/agency including:***
  - organizational structure and operational units or divisions
  - the overall annual operating budget with number of employees (full-time and part-time) and hours of operation
- ***Identify where, within the department/agency, the project will be operated.***

**Budget Questions: 0-10 points total**

**Complete the budget in the GMS budget module.**

Provide an overall budget in GMS that supports the project presented. The detailed budget lines should be directly related to project implementation and must be sufficiently justified. If requesting more than one Livescan unit, the applicant should justify the need for multiple devices. Please describe the source of matching funds (i.e., seized asset account; local budget).

The total of the application budget must include the grant funds requested by the applicant and the 50% cash match amount. For example, applicants requesting \$20,000 through the grant must include \$10,000 in the proposal budget which will be provided by the applicant. Applicants who are applying as host agencies and plan to include funds from the hosted agency as part of the applicant match, must indicate this in the budget.

For regional server host agencies submitting a joint application on behalf of all departments who submit data through their server, the budget should include a budget line under the “All Other Expenses” category for each department supported by the grant application.

**V. NOTIFICATION OF AWARDS**

Applicants approved for funding will be notified in writing by DCJS via email to the email address provided in GMS. The terms of the final contract agreement are subject to negotiation between DCJS and the grantee.

For those not approved to receive funding awards, notifications will be both emailed to the contact person and sent by U.S. Postal Service mail.

A debriefing is available to any entity that submitted an application in response to this solicitation and was not successful in receiving an award. Applicants will be accorded fair and equal treatment with respect to an opportunity for a debriefing. A debriefing shall be requested in writing by the unsuccessful Applicant



within 15 calendar days of being notified in writing by DCJS that the Application was not selected for an award.

An unsuccessful Applicant's written request for a debriefing must include specific questions that the Applicant wishes to be addressed, and must be submitted to DCJS via the funding mailbox at [dcjsfunding@dcjs.ny.gov](mailto:dcjsfunding@dcjs.ny.gov) with the following in the subject line: **Request for Debriefing (LIVESCAN)**. The debriefing shall be scheduled to occur within 30 business days of receipt of written request by DCJS or as soon after that time as feasible.

The preferred method for the debriefing will be in-person, however, upon mutual agreement by all parties, another means such as telephone, webinar, or any combination thereof may occur.

## VI. REPORTING REQUIREMENTS

Reporting requirements that are applicable to this funding are provided below:

### ***GMS Quarterly Progress Reporting***

All DCJS-funded programs are required to submit quarterly progress reports via GMS that describe quarterly performance and activities in support of the project work plan entered in GMS.

### ***Quarterly Fiscal Reporting***

All DCJS funded grantees are required to submit quarterly fiscal reports and fiscal claims for payment.

### ***Performance Measurement Tool (PMT) Reporting***

In addition to GMS Quarterly Progress Reports, grantees receiving federal funds are required to report quarterly in the federal Performance Measurement Tool (PMT). PMT reports are due on the same schedule provided below as the GMS Quarterly Progress Reports and Fiscal Claims for Payment.

### **Reporting Due Dates:**

GMS Progress Quarterly Reports and Fiscal Claims for Payment and other reports as described are due to DCJS by the following dates:

<u>Calendar Quarter</u>	<u>Report Due</u>
July 1 - September 30	October 31
October 1 - December 31	January 31
January 1 - March 31	April 30
April 1 - June 30	July 31

## VII. ADMINISTRATION OF CONTRACTS

DCJS will negotiate and develop a contract with each successful applicant. In the event that DCJS and

the successful applicant cannot agree to contract terms within ninety days of notification of selection for award DCJS reserves the right to rescind the award and redistribute the funds.

### **Contract Approval**

A grant contract greater than \$50,000 is subject to approval by the NYS Office of the Attorney General (OAG) and the Office of the State Comptroller (OSC) before funding may actually be disbursed. For contracts subject to the approval of the Attorney General and the Comptroller of the State of New York, the Contract shall be of no force and effect until said approval has been received and indicated thereon.

### **Contract Term**

DCJS will enter into a contract period as noted in this solicitation. DCJS reserves the right to modify the contract term in the best interests of the State.

### **Contract Activities**

All activities must have prior approval from DCJS and meet the guidelines established by the State of New York.

### **Contract Changes**

Contracts resulting from this solicitation may be executed, increased, terminated, renewed, decreased, extended or amended or renegotiated for any reason at the discretion of the Executive Deputy Commissioner of DCJS as a result of contractual performance, changes in project conditions, or as otherwise may be in the best interests of New York State.

### **Records**

The grantee will keep books, ledgers, receipts, personnel time and effort records, consultant agreements and inventory records pertinent to the project and consistent with DCJS contractual provisions and mandated guidelines. In accordance with the standard contract Appendix A-1 (see "Standard Contract Provisions" below), grantee staff whose salaries are paid in whole or in part from grant funds shall maintain a time recording system that shows the time and effort devoted to the grant project.

### **Liability**

Nothing in the contract between DCJS and the grantee shall impose liability on the State of New York for injury or damages incurred during the performance of approved grant activities or caused by the use of equipment purchased with grant funds.

### **Payments**

Payments to reimburse project expenses will be made pursuant to a schedule specified in the contract between the State of New York and the grant award recipient. Where applicable, performance-based expenses will be reimbursed in compliance with the contract milestone performance and costs budget and the project work plan.

### **Reports**

The grantee shall submit all reports to DCJS in a format and time frame as specified in the contract. Quarterly progress reports shall include a description of the grantee's efforts undertaken during the reporting period and the current status of the project. The quarterly progress reports of the grantee's activities under this contract must be submitted electronically as directed by DCJS. Independent of any

reporting schedule, all grantees will be required to inform DCJS of any program issues that are significantly impacting program performance. Any project funded under this solicitation must comply with the requirements established by DCJS. The grantee agrees to submit any other reports considered relevant by DCJS.

### **Performance Review**

The grantee's performance in all areas mentioned above, in addition to the services contracted for, will be monitored periodically by DCJS and will take the form of site visits, program file review, written and telephone communication, and any other methods deemed necessary by DCJS to ascertain the quality and quantity of grantee activities.

### **Disposition of Allocations**

DCJS reserves the right to reject Proposals, deny awards, or defer Proposals for future consideration based on insufficient information in the application, lack of accompanying documentation, the inappropriateness of the project proposed, an organizational history of unsuccessful projects of a similar nature, or a history of contract non-compliance.

### **Revocation of Funds**

Funds awarded to an applicant who does not implement an approved project within 90 calendar days of the contract start date may be revoked and redistributed at the discretion of the Executive Deputy Commissioner of the DCJS or his or her designee.

### **Encouraging Use of New York State Businesses in Contract Performance**

New York State businesses have a substantial presence in State contracts and strongly contribute to the economies of the State and the nation. In recognition of their economic activity and leadership in doing business in New York State, applicants for this solicitation are strongly encouraged and expected to consider New York State businesses in the fulfillment of the requirements of the contract(s) resulting from this solicitation. Such partnering with New York State businesses may be as subcontractors, suppliers, protégés or other supporting roles. To assist in demonstrating commitment to the use of New York State businesses in the performance of the contract(s), all applicants must complete the form provided on the DCJS website at <http://www.criminaljustice.ny.gov/ofpa/forms.htm> entitled: *Encouraging Use of New York State Businesses in Contract Performance* and submit the completed form as an attachment to the their application in GMS. There are no points attributable to this component of the application.

### **Data Universal Numbering System (DUNS) Registration Requirements**

All DCJS funding applicants are required to provide a DUNS number. If you are unsure whether or not your organization has a DUNS number, check with your Fiscal Officer. New applicants will enter the DUNS number in GMS while completing the Participant section; existing DCJS grantees whose DUNS number is not already on file should email the number to [funding@dcjs.ny.gov](mailto:funding@dcjs.ny.gov) to have it entered by DCJS staff prior to submission of the application. Any organization needing a DUNS number can register through the following link: <http://fedgov.dnb.com/webform>. Please note the process of requesting and receiving a DUNS number and/or having it entered into GMS by DCJS staff will require additional time. It is strongly recommended that applicants begin this process early.

## Standard Contract Provisions

Any contracts negotiated as a result of this RFP process will be subject to the provisions of Appendix A, Appendix A-1, Appendix C, and Appendix M, which contain the standard clauses for all New York State grant contracts with DCJS. Appendices are available for review on the DCJS website at <http://www.criminaljustice.ny.gov/ofpa/forms.htm>.

### **Minority and Women-Owned Business Enterprises (M/WBE) and Equal Employment Opportunity (EEO) Requirements**

DCJS recognizes its obligation under New York State Executive Law Article 15-A to promote opportunities for the participation of certified minority and women-owned business enterprises (M/WBEs), as well as the employment of minority group members and women in the performance of DCJS contracts. Applicants are strongly encouraged to consider M/WBEs in the fulfillment of the requirements of their contracts.

### **Use of Service-Disabled Veteran-owned Business Enterprises in Contract Performance**

Article 17-B of the Executive Law enacted in 2014 acknowledges that Service-Disabled Veteran-Owned Businesses (SDVOBs) strongly contribute to the economies of the State and the nation. As defenders of our nation and in recognition of their economic activity in doing business in New York State, applicants requesting funds for commodities, services or technology are strongly encouraged and expected to consider SDVOBs in the fulfillment of the requirements of the contract. Such partnering may be as subcontractors, suppliers, protégés or other supporting roles. SDVOBs can be readily identified on the directory of certified businesses at [https://ogs.ny.gov/Veterans/Docs/CertifiedNYS\\_SDVOB.pdf](https://ogs.ny.gov/Veterans/Docs/CertifiedNYS_SDVOB.pdf).

## **VIII. PROPOSAL SUBMISSION**

### **A. Grants Management System (GMS)**

**Proposals must be submitted via the DCJS GMS on-line system. No other format of application will be accepted.** First time GMS users should download the GMS User Manual located at <http://www.criminaljustice.ny.gov/ofpa/gms.htm> to complete the GMS Registration Form and GMS Signatory Registration Form. Proposals must be complete in order for the GMS submission to be successful. If you need assistance with accessing and using GMS, please contact the DCJS Office of Program Development and Funding (OPDF) GMS Help Desk at (518) 457-9787. Technical assistance with GMS will be available during business hours through the application due date.

**Applicants are encouraged to complete the GMS Registration early to avoid any delays caused by potential issues with this automated system.**

Faxed and/or email submissions will not be accepted. Also, any Proposals received after the due date and time deadline are subject to disqualification and further review.

### **B. Specific GMS Instructions for this RFP**

The following information is specific to this Livescan Equipment Program RFP. For general guidance and GMS Helpful Hints see Appendix: *Grants Management System (GMS) Instructions and Helpful*

*Hints.*

**Accessing the Application on GMS to submit a Proposal:**

- To access a new application in GMS, log on to the system and click on “Project.”
- Click the “New” button at the top of the project grid.
- This will take you to a screen that says “Select a Program Office.”
- Using the drop-down box, find and select “**Livescan Equipment Program.**”
- Click “Create Project.” Your application will now be ready to complete.

**Completing the Application on GMS:**

Each application requires completion of the following on GMS:

- General information on the general tab
- Participant name(s) and related contact information for all participating agencies per application
- Project budget – provide complete budget (including match amount)
- Certification of Award Conditions
- Questions: Prepare the answers to the questions provided in this RFP, Section IV in a Microsoft Word document using Arial, 11 point font, 1.5 spacing, and attach to GMS using the *Attachments* module. Save and attach the Word document to your application in GMS.
- Additionally, enter “To Be Determined” in the GMS work plan module asking for a Project Goal, Objective, Task, and Performance Measure. **Note: A work plan will be developed after grant awards are made as part of the contracting process.**

When all of the above requirements and other indicated GMS application components are completed, click the “**Submit**” button. GMS will review the application for completeness. If any fields are missing, a report will display what remains to be completed. Once all fields are complete and the application is submitted successfully, GMS will display a screen that says “*Your application has been submitted.*”

**IX. PROPOSAL CHECKLIST**

Applicants must submit Proposals electronically through the DCJS Grants Management System (GMS). Before submitting the application, ensure completion of the following:

- Provided complete and updated contact information in GMS.
- Answered Program Specific Questions (1 – 2) and attached in GMS as a Microsoft Word document.
- Completed a line item budget in the GMS budget module, including narrative justification for requested items. Be sure to include 50% matching funds and identify the source of those funds.
- Completed the GMS work plan module, noting “To Be Determined” as instructed.

- Completed all necessary contract requirements as outlined in section: ADMINISTRATION OF CONTRACTS.
- **All Proposals must be received by Noon on Wednesday, June 21, 2017.**

## Appendix

### DCJS GRANTS MANAGEMENT SYSTEM (GMS) INSTRUCTIONS AND HELPFUL HINTS -

*Dated February 2016*

#### **GMS Helpful Hints: See Proposal/Application for additional specific GMS directions.**

First time GMS users should download the GMS User Manual located at <http://www.criminaljustice.ny.gov/ofpa/gms.htm>. Persons familiar with GMS can use the following simplified guidelines:

#### **Getting Started:** Sign on to GMS.

Click "Project" to go to project grid. Click the "New" button at the top of the project grid. This will take you to a screen that says "Select a Program Office" in a drop-down box format. Find and highlight "Name of funding program," then click "Create Project."

This begins your application. You may work on the application, save and return to it at a later time, except as noted below. **Note that GMS will time out after 30 minutes of inactivity.** That means that you should save your work frequently. Each save re-sets the timer.

In the newly-created project complete the following modules which are listed across the top of the screen:

**General** - Complete the text screens and press save.

**Participants/Contacts** - Complete the text screens and press save.

Click on "Add Participant" and in the search prompt that appears type in your agency name. This should take you to a list, find your agency, and click in the blue section of your agency name. This will prompt a drop down list that defaults to "Grantee." Click "Add." If there will be a separate Implementing Agency, repeat the process, choosing "Implementing Agency" as the Participant Type. In the event your agency is not listed, click the "New" button to add your agency to our database. Please complete all required information on the screen, including the Employer Identification Number (EIN) before you SAVE the entry. GMS will only allow one attempt then locks the entry to edits. Should you still need additional information added to the Participant record, please call GMS Help at (518) 457-9787.

Scroll to the bottom of the screen to add contact information. Click on "Add Contact" and in the search prompt that appears type in the last name of the person to be added. This should take you to a list. Find the person to be added and click in the blue section of the name. This will prompt a drop down list that defaults to "Primary." Ensure you do this until you have added a minimum of three contacts: Primary, Signatory and Fiscal. In the event that the contact you are attempting to add does not appear in a search, click the "New Contact" button to add the contact to our database.

Note: If the signatory you try to add is not eSignature registered, you will get an error message and will not be allowed to add that person at that time. You will NOT be able to submit the application without a signatory attached.

**Budget - See Application for additional specific instructions.**

**Work plan** - In the GMS work plan module, enter the Project Goal, Objectives, Tasks and Performance Measures provided in the Standard Work Plan within this solicitation, unless otherwise instructed within the solicitation.

- Fill in the “Project Goal” text box and click “Save.”
- Click “Create New Objective” and fill in the text box and click “Save.”
- Click “Add Task to this Objective” and fill in the text box and click “Save.”
- Click “Add Performance Measure to this Task” and fill in the text box and click “Save.”

**Questions (where applicable and when the solicitation includes questions) -**

Answer all required program narrative and budget information questions.

**Hint: Answers should be developed in Word. GMS will time out after 30 minutes and unsaved material will be lost. Cutting and pasting from a Word document will prevent the loss of any work.**

**Attachments -**

Click on “Attachment,” and upload the required attachments for this solicitation. Note: Follow the instructions in the GMS User’s Manual for Attachments; also, see screen instructions for accepted file types and advice on file names.

Remember: Failure to submit required documents will be considered the same as failure to meet the deadline for application submission. This may result in a non-award due to the application being untimely.

When all requirements are completed, click the “Submit” button. If any fields are missing, a report will display what remains to be completed. Once all fields are complete and the application is submitted, GMS will display a screen that says “*Your application has been submitted.*” In addition, GMS will send an email notification to the Signatory official listed on the application to make him or her aware that an application has been submitted on your jurisdiction’s or organization’s behalf.





**Appendix: List of Eligible Non-Probation Law Enforcement Agencies**

ORI	Agency	Arrest Year			Total	3 yr Avg
		2014	2015	2016		
NY0222000	Adams Village Police Department	15	18	18	51	17
NY0502000	Addison Village Police Department	32	35	18	85	28
NY0082000	Afton Village Police Department	0	1	0	1	0
NY0143200	Akron Village Police Department	5	2	5	12	4
NY0010100	Albany City Police Department	3,023	2,691	2,512	8,226	2,742
NY0010000	Albany County Sheriff Department	419	297	287	1,003	334
NY0362000	Albion Village Police Department	229	194	243	666	222
NY0222100	Alexandria Bay Village Police Department	12	12	15	39	13
NY0022000	Alfred Village Police Department	73	59	83	215	72
NY0020000	Allegany County Sheriff Department	43	16	66	125	42
NY0042000	Allegany Village Police Department	18	11	5	34	11
NY0012100	Altamont Village Police Department	9	10	13	32	11
NY0145100	Amherst Town Police Department	1,957	1,611	1,831	5,399	1,800
NY0512000	Amityville Village Police Department	163	168	105	436	145
NY0280100	Amsterdam City Police Department	330	342	350	1,022	341
NY0022300	Angelica Village Police Department	5	2	3	10	3
NY0224300	Antwerp Village Police Department	1	3	0	4	1
NY0602000	Arcade Village Police Department	60	49	55	164	55
NY0592400	Ardsley Village Police Department	29	26	34	89	30
NY0514400	Asharoken Village Police Department	2	0	0	2	1
NY0602100	Attica Village Police Department	70	45	44	159	53
NY0050100	Auburn City Police Department	787	740	680	2,207	736
NY0252000	Avon Village Police Department	38	42	34	114	38
NY0082100	Bainbridge Village Police Department	3	0	0	3	1
NY0332700	Baldwinsville Village Police Department	97	98	74	269	90
NY0452000	Ballston Spa Village Police Department	128	105	85	318	106
NY0312500	Barker Village Police Department	1	0	0	1	0
NY0180100	Batavia City Police Department	414	430	379	1,223	408
NY0502200	Bath Village Police Department	176	212	183	571	190
NY0130100	Beacon City Police Department	278	271	281	830	277
NY0595000	Bedford Town Police Department	139	76	84	299	100
NY0022100	Belmont Village Police Department	2	1	2	5	2
NY0015100	Bethlehem Town Police Department	378	372	407	1,157	386
NY0030100	Binghamton City Police Department	2,086	1,832	2,139	6,057	2,019
NY0223400	Black River Village Police Department	0	2	0	2	1
NY0142900	Blasdell Village Police Department	66	58	59	183	61
NY0357300	Blooming Grove Town Police Department	91	74	86	251	84
NY0022400	Bolivar Village Police Department	11	28	7	46	15

NY0565000	Bolton Town Police Department	3	11	9	23	8
NY0322100	Boonville Village Police Department	31	30	13	74	25
NY0145400	Brant Town Police Department	39	45	27	111	37
NY0392200	Brewster Village Police Department	12	22	9	43	14
NY0593100	Briarcliff Manor Village Police Department	36	27	22	85	28
NY0275000	Brighton Town Police Department	320	289	327	936	312
NY0172300	Broadalbin Village Police Department	0	1	4	5	2
NY0272800	Brockport Village Police Department	162	110	166	438	146
NY0592200	Bronxville Village Police Department	23	30	32	85	28
NY0030000	Broome County Sheriff	648	609	625	1,882	627
NY0030600	Broome County Special Investigation Task	15	9	5	29	10
NY0222300	Brownville Village Police Department	1	0	0	1	0
NY0594100	Buchanan Village Police Department	24	13	9	46	15
NY0140100	Buffalo City Police Department	11,795	10,400	9,235	31,430	10,477
NY0195200	Cairo Town Police Department	44	29	16	89	30
NY0252100	Caledonia Village Police Department	31	17	19	67	22
NY0572100	Cambridge Village Police Department	59	61	66	186	62
NY0322300	Camden Village Police Department	75	49	58	182	61
NY0335000	Camillus Town Police Department	542	543	459	1,544	515
NY0282200	Canajoharie Village Police Department	49	43	62	154	51
NY0342900	Canandaigua City Police Department	314	309	254	877	292
NY0262600	Canastota Village Police Department	88	92	116	296	99
NY0532100	Candor Village Police Department	6	0	0	6	2
NY0502400	Canisteo Village Police Department	16	27	27	70	23
NY0442000	Canton Village Police Department	67	89	58	214	71
NY0222600	Cape Vincent Village Police Department	0	1	2	3	1
NY0395000	Carmel Town Police Department	201	155	112	468	156
NY0065200	Carroll Town Police Department	15	0	3	18	6
NY0223800	Carthage Village Police Department	81	84	54	219	73
NY0192100	Catskill Village Police Department	307	252	207	766	255
NY0040000	Cattaraugus County Sheriff	613	397	317	1,327	442
NY0042600	Cattaraugus Village Police Department	3	0	0	3	1
NY0050000	Cayuga County Sheriff Department -	259	226	206	691	230
NY0542500	Cayuga Heights Village Police Department	28	23	13	64	21
NY0262100	Cazenovia Village Police Department	28	27	26	81	27
NY0372300	Central Square Village Police Department	55	64	59	178	59
NY0294700	Centre Island Village Police Department	2	0	0	2	1
NY0102000	Chatham Village Police Department	12	15	5	32	11
NY0060000	Chautauqua County Office of the	534	646	632	1,812	604
NY0145500	Cheektowaga Town Police Department	3,474	3,262	3,063	9,799	3,266
NY0070000	Chemung County Sheriff Department	606	445	433	1,484	495
NY0080000	Chenango County Sheriff Department	382	297	269	948	316
NY0357700	Chester Town Police Department	47	45	33	125	42

NY0352100	Chester Village Police Department	94	121	74	289	96
NY0262900	Chittenango Village Police Department	50	62	43	155	52
NY0335100	Cicero Town Police Department	213	252	183	648	216
NY0435000	Clarkstown Town Police Department	982	998	882	2,862	954
NY0222800	Clayton Village Police Department	15	16	5	36	12
NY0342100	Clifton Springs Village Police Department	11	14	3	28	9
NY0090000	Clinton County Sheriff Department	139	128	122	389	130
NY0582200	Clyde Village Police Department	37	38	18	93	31
NY0472000	Cobleskill Village Police Department	166	214	198	578	193
NY0015800	Coeymans Town Police Department	135	53	73	261	87
NY0502500	Cohocton Town Police Department	4	3	3	10	3
NY0010200	Cohoes City Police Department	432	345	306	1,083	361
NY0124200	Colchester Town Police Department	10	27	34	71	24
NY0392000	Cold Spring Village Police Department	12	4	7	23	8
NY0015300	Colonie Town Police Department	1,663	1,549	1,675	4,887	1,629
NY0100000	Columbia County Sheriff Department	293	298	293	884	295
NY0382400	Cooperstown Village Police Department	21	17	15	53	18
NY0182500	Corfu Village Police Department	14	7	7	28	9
NY0500100	Corning City Police Department	308	341	348	997	332
NY0352200	Cornwall on Hudson Village Police	16	28	17	61	20
NY0355200	Cornwall Town Police Department	77	59	64	200	67
NY0110100	Cortland City Police Department	761	617	557	1,935	645
NY0110000	Cortland County Sheriff Department	523	509	524	1,556	519
NY0192200	Coxsackie Village Police Department	14	33	14	61	20
NY0357600	Crawford Town Police Department	82	66	68	216	72
NY0592100	Croton on Hudson Village Police	83	75	56	214	71
NY0022600	Cuba Town Police Department	86	73	74	233	78
NY0252700	Dansville Village Police Department	238	202	178	618	206
NY0357100	Deerpark Town Police Department	54	53	40	147	49
NY0120000	Delaware County Sheriff Department	176	185	263	624	208
NY0122100	Delhi Village Police Department	69	40	79	188	63
NY0142400	Depew Village Police Department	272	327	312	911	304
NY0032200	Deposit Village Police Department	20	18	18	56	19
NY0335300	DeWitt Town Police Department	520	696	751	1,967	656
NY0222400	Dexter Village Police Department	0	1	0	1	0
NY0592500	Dobbs Ferry Village Police Department	121	84	88	293	98
NY0212500	Dolgeville Village Police Department	25	27	17	69	23
NY0542000	Dryden Village Police Department	87	82	55	224	75
NY0060100	Dunkirk City Police Department	337	316	322	975	325
NY0195100	Durham Town Police Department	2	2	4	8	3
NY0130000	Dutchess County Sheriff Department	939	809	888	2,636	879
NY0142200	East Aurora/Town of Aurora Police	124	118	136	378	126
NY0136600	East Fishkill Town Police Department	163	154	192	509	170

NY0415200	East Greenbush Town Police Department	375	413	399	1,187	396
NY0515200	East Hampton Town Police Department	333	319	346	998	333
NY0513200	East Hampton Village Police Department	52	63	50	165	55
NY0272400	East Rochester Village Police Department	114	163	212	489	163
NY0332100	East Syracuse Village Police Department	156	0	0	156	52
NY0595200	Eastchester Town Police Department	169	148	130	447	149
NY0146100	Eden Town Police Department	49	38	49	136	45
NY0552600	Ellenville Village Police Department	125	109	129	363	121
NY0065900	Ellicott Town Police Department	214	174	184	572	191
NY0042300	Ellicottville Town Police Department	43	30	34	107	36
NY0070100	Elmira City Police Department	1,058	965	1,041	3,064	1,021
NY0072100	Elmira Heights Village Police Department	98	76	59	233	78
NY0072500	Elmira Town Police Department	21	11	32	64	21
NY0593900	Elmsford Village Police Department	49	45	39	133	44
NY0030200	Endicott Village Police Department	560	541	526	1,627	542
NY0140000	Erie County Sheriff Department	1,376	1,307	1,381	4,064	1,355
NY0150000	Essex County Sheriff Department	70	75	81	226	75
NY0146300	Evans Town Police Department	266	261	268	795	265
NY0272500	Fairport Village Police Department	62	39	94	195	65
NY0525400	Fallsburg Town Police Department	205	157	144	506	169
NY0050200	Finger Lakes Drug Task Force	58	36	22	116	39
NY0136400	Fishkill Town Police Department	193	153	111	457	152
NY0132000	Fishkill Village Police Department	47	35	32	114	38
NY0290300	Floral Park Village Police Department	41	61	58	160	53
NY0353400	Florida Village Police Department	22	22	17	61	20
NY0572400	Fort Edward Village Police Department	88	109	117	314	105
NY0282400	Fort Plain Village Police Department	94	114	62	270	90
NY0216800	Frankfort Town Police Department	47	36	22	105	35
NY0212100	Frankfort Village Police Department	49	40	17	106	35
NY0160000	Franklin County Sheriff Department	10	4	6	20	7
NY0042400	Franklinville Village Police Department	26	26	21	73	24
NY0062900	Fredonia Village Police Department	158	183	176	517	172
NY0290400	Freeport Village Police Department	411	434	464	1,309	436
NY0025000	Friendship Town Police Department	16	9	14	39	13
NY0370100	Fulton City Police Department	496	521	441	1,458	486
NY0170000	Fulton County Sheriff Department	225	291	255	771	257
NY0456900	Galway Village Police Department	0	7	0	7	2
NY0290500	Garden City Village Police Department	219	199	164	582	194
NY0275300	Gates Town Police Department	756	823	648	2,227	742
NY0335600	Geddes Town Police Department	186	188	259	633	211
NY0180000	Genesee County Sheriff Department	558	725	624	1,907	636
NY0252200	Geneseo Village Police Department	126	181	156	463	154
NY0340200	Geneva City Police Department	293	312	298	903	301

NY0100400	Germantown Town Police Department	3	0	0	3	1
NY0290100	Glen Cove City Police Department	321	285	330	936	312
NY0222500	Glen Park Village Police Department	1	2	0	3	1
NY0560100	Glens Falls City Police Department	436	434	400	1,270	423
NY0465100	Glenville Town Police Department	354	317	390	1,061	354
NY0170100	Gloversville City Police Department	602	537	439	1,578	526
NY0358100	Goshen Town Police Department	36	28	30	94	31
NY0352300	Goshen Village Police Department	88	103	120	311	104
NY0442300	Gouverneur Village Police Department	73	104	125	302	101
NY0142600	Gowanda Village Police Department	128	67	80	275	92
NY0572500	Granville Village Police Department	78	84	44	206	69
NY0293300	Great Neck Estates Village Police	1	2	0	3	1
NY0275400	Greece Town Police Department	1,785	1,574	1,661	5,020	1,673
NY0012000	Green Island Village Police Department	31	33	41	105	35
NY0595300	Greenburgh Town Police Department	516	516	572	1,604	535
NY0190000	Greene County Sheriff Department	136	128	93	357	119
NY0082200	Greene Village Police Department	9	7	9	25	8
NY0100300	Greenport Town Police Department	103	128	99	330	110
NY0572200	Greenwich Village Police Department	4	2	9	15	5
NY0353300	Greenwood Lake Village Police Department	81	69	71	221	74
NY0542200	Groton Village Police Department	49	39	32	120	40
NY0015200	Guilderland Town Police Department	711	751	653	2,115	705
NY0146500	Hamburg Town Police Department	900	919	1,068	2,887	962
NY0143000	Hamburg Village Police Department	119	103	111	333	111
NY0200000	Hamilton County Sheriff Department	32	29	9	70	23
NY0262500	Hamilton Village Police Department	49	51	30	130	43
NY0502800	Hammondsport Village Police Department	3	4	2	9	3
NY0122400	Hancock Village Police Department	39	33	22	94	31
NY0353700	Harriman Village Police Department	37	29	13	79	26
NY0595400	Harrison Town Police Department	202	266	238	706	235
NY0592600	Hastings on Hudson Village Police	41	64	45	150	50
NY0435100	Haverstraw Town Police Department	459	377	314	1,150	383
NY0290600	Hempstead Village Police Department	855	791	883	2,529	843
NY0210000	Herkimer County Sheriff Department	26	27	34	87	29
NY0212400	Herkimer Village Police Department	377	448	335	1,160	387
NY0352400	Highland Falls Village Police Department	72	77	61	210	70
NY0355800	Highlands Town Police Department	35	34	51	120	40
NY0362100	Holley Village Police Department	27	52	36	115	38
NY0112000	Homer Village Police Department	39	52	64	155	52
NY0412000	Hoosick Falls Village Police Department	57	55	42	154	51
NY0500200	Hornell City Police Department	349	380	294	1,023	341
NY0072200	Horseheads Village Police Department	84	72	68	224	75
NY0100100	Hudson City Police Department	321	245	224	790	263

NY0572600	Hudson Falls Village Police Department	233	207	223	663	221
NY0195000	Hunter Town Police Department	11	0	0	11	4
NY0513600	Huntington Bay Village Police Department	2	1	8	11	4
NY0136500	Hyde Park Town Police Department	290	194	199	683	228
NY0212200	Ilion Village Police Department	145	179	211	535	178
NY0027000	Independence Town Police Department	8	18	10	36	12
NY0205000	Inlet Town Police Department	3	1	3	7	2
NY0492000	Interlaken Village Police Department	2	0	1	3	1
NY0270200	Irondequoit Town Police Department	899	920	766	2,585	862
NY0592700	Irvington Village Police Department	24	33	45	102	34
NY0540100	Ithaca City Police Department	756	731	658	2,145	715
NY0060200	Jamestown City Police Department	1,431	1,347	1,418	4,196	1,399
NY0220000	Jefferson County Sheriff Department	444	384	399	1,227	409
NY0030300	Johnson City Village Police Department	822	783	714	2,319	773
NY0170200	Johnstown City Police Department	149	172	132	453	151
NY0332400	Jordan Village Police Department	3	4	2	9	3
NY0140400	Kenmore Village Police Department	275	250	226	751	250
NY0395100	Kent Town Police Department	92	82	127	301	100
NY0294400	Kings Point Village Police Department	1	6	2	9	3
NY0550100	Kingston City Police Department	693	604	676	1,973	658
NY0325100	Kirkland Town Police Department	48	45	47	140	47
NY0140200	Lackawanna City Police Department	655	575	571	1,801	600
NY0152300	Lake Placid Village Police Department	65	73	92	230	77
NY0296300	Lake Success Village Police Department	7	8	21	36	12
NY0062000	Lakewood Busti Village Police Department	266	343	265	874	291
NY0146700	Lancaster Town Police Department	472	374	458	1,304	435
NY0592900	Larchmont Village Police Department	56	66	64	186	62
NY0182300	LeRoy Village Police Department	67	76	78	221	74
NY0240000	Lewis County Sheriff Department	122	122	111	355	118
NY0595500	Lewisboro Town Police Department	15	17	10	42	14
NY0315400	Lewiston Police Department	146	119	144	409	136
NY0522000	Liberty Village Police Department	256	228	205	689	230
NY0212900	Little Falls City Police Department	93	108	116	317	106
NY0333100	Liverpool Village Police Department	35	39	57	131	44
NY0250000	Livingston County Sheriff Department	577	643	671	1,891	630
NY0513700	Lloyd Harbor Village Police Department	3	2	4	9	3
NY0555600	Lloyd Town Police Department	263	238	210	711	237
NY0310100	Lockport City Police Department	547	551	616	1,714	571
NY0290200	Long Beach City Police Department	438	468	377	1,283	428
NY0242400	Lowville Village Police Department	98	84	107	289	96
NY0290700	Lynbrook Village Police Department	188	187	209	584	195
NY0362300	Lyndonville Village Police Department	0	1	0	1	0
NY0582300	Lyons Village Police Department	131	70	0	201	67

NY0583000	Macedon Police Department	155	156	88	399	133
NY0260000	Madison County Sheriff Department	272	308	318	898	299
NY0162400	Malone Village Police Department	319	271	289	879	293
NY0293900	Malverne Village Police Department	17	23	32	72	24
NY0595600	Mamaroneck Town Police Department	37	42	25	104	35
NY0590900	Mamaroneck Village Police Department	176	145	157	478	159
NY0332900	Manlius Town Police Department	409	341	364	1,114	371
NY0333000	Marcellus Village Police Department	16	18	5	39	13
NY0555800	Marlborough Town Police Department	108	80	93	281	94
NY0440200	Massena Village Police Department	336	412	441	1,189	396
NY0353200	Maybrook Village Police Department	34	16	10	60	20
NY0452300	Mechanicville City Police Department	148	174	164	486	162
NY0362200	Medina Village Police Department	180	160	184	524	175
NY0012500	Menands Village Police Department	109	176	198	483	161
NY0312000	Middleport Village Police Department	34	46	45	125	42
NY0350100	Middletown City Police Department	1,080	1,024	967	3,071	1,024
NY0132800	Millbrook Village Police Department	1	2	4	7	2
NY0132100	Millerton Village Police Department	28	35	33	96	32
NY0212300	Mohawk Village Police Department	23	17	13	53	18
NY0270000	Monroe County Sheriff Department	2,750	2,480	2,263	7,493	2,498
NY0352600	Monroe Village Police Department	143	154	164	461	154
NY0280000	Montgomery County Sheriff Department	494	413	400	1,307	436
NY0357400	Montgomery Town Police Department	160	133	129	422	141
NY0352700	Montgomery Village Police Department	16	10	10	36	12
NY0522200	Monticello Village Police Department	360	246	262	868	289
NY0052600	Moravia Village Police Department	15	2	8	25	8
NY0155100	Moriah Town Police Department	8	12	9	29	10
NY0355000	Mount Hope Town Police Department	17	27	27	71	24
NY0592000	Mount Kisco Village Police Department	152	55	0	207	69
NY0252600	Mount Morris Village Police Department	87	75	59	221	74
NY0595700	Mount Pleasant Town Police Department	195	173	155	523	174
NY0590300	Mount Vernon City Police Department	1,997	1,919	1,563	5,479	1,826
NY0299700	Muttontown Village Police Department	3	3	5	11	4
NY0290000	Nassau County Police Department- Communication	12,636	12,925	14,214	39,775	13,258
NY0412100	Nassau Village Police Department	30	37	28	95	32
NY0082800	New Berlin Town Police Department	7	15	21	43	14
NY0595800	New Castle Town Police Department	33	42	23	98	33
NY0324100	New Hartford Town Police Department	635	589	411	1,635	545
NY0552700	New Paltz Police Department	252	330	267	849	283
NY0590400	New Rochelle City Police Department	1,034	1,114	949	3,097	1,032
NY0356700	New Windsor Town Police Department	394	433	456	1,283	428
NY0324000	New York Mills Village Police	47	45	45	137	46

NY0582000	Newark Village Police Department	316	256	235	807	269
NY0350200	Newburgh City Police Department	1,104	1,242	1,191	3,537	1,179
NY0356300	Newburgh Town Police Department	901	788	908	2,597	866
NY0310000	Niagara County Sheriff Department	918	994	992	2,904	968
NY0310200	Niagara Falls City Police Department	2,126	1,913	1,991	6,030	2,010
NY0315500	Niagara Town Police Department	299	349	245	893	298
NY0465200	Niskayuna Town Police Department	206	238	231	675	225
NY0514100	Nissequogue Village Police Department	1	3	3	7	2
NY0445100	Norfolk Town Police Department	16	19	16	51	17
NY0595900	North Castle Town Police Department	41	32	64	137	46
NY0415300	North Greenbush Town Police Department	95	137	142	374	125
NY0333500	North Syracuse Village Police Department	69	97	106	272	91
NY0310300	North Tonawanda City Police Department	590	466	529	1,585	528
NY0512500	Northport Village Police Department	110	158	136	404	135
NY0172100	Northville Village Police Department	1	2	0	3	1
NY0082400	Norwich City Police Department	296	233	232	761	254
NY0442800	Norwood Village Police Department	10	5	19	34	11
NY0256000	Nunda Town Police Department	25	21	33	79	26
NY0513300	Ocean Beach Village Police Department	3	16	15	34	11
NY0275900	Ogden Town Police Department	137	155	191	483	161
NY0440100	Ogdensburg City Police Department	340	349	354	1,043	348
NY0297200	Old Brookville Village Police Department	16	10	10	36	12
NY0294300	Old Westbury Village Police Department	50	54	58	162	54
NY0040100	Olean City Police Department	453	424	476	1,353	451
NY0555000	Olive Town Police Department	9	4	8	21	7
NY0260100	Oneida City Police Department	378	333	341	1,052	351
NY0320000	Oneida County Sheriff Department	646	594	557	1,797	599
NY0380100	Oneonta City Police Department	292	269	310	871	290
NY0330000	Onondaga County Sheriffs Office	2,467	2,110	2,076	6,653	2,218
NY0340000	Ontario County Sheriff Department	1,114	1,033	1,050	3,197	1,066
NY0350000	Orange County Sheriffs Office	563	395	430	1,388	463
NY0435200	Orangetown Town Police Department	347	388	355	1,090	363
NY0146000	Orchard Park Town Police Department	475	361	294	1,130	377
NY0323900	Oriskany Village Police Department	12	6	4	22	7
NY0360000	Orleans County Sheriff Department	194	211	211	616	205
NY0597300	Ossining Town Police Department	0	0	1	1	0
NY0590500	Ossining Village Police Department	297	300	290	887	296
NY0370200	Oswego City Police Department	719	660	616	1,995	665
NY0370000	Oswego County Sheriff Department	449	424	419	1,292	431
NY0380000	Otsego County Sheriff Department	229	147	197	573	191
NY0532400	Owego Village Police Department	96	145	119	360	120
NY0082500	Oxford Village Police Department	9	16	39	64	21
NY0298800	Oyster Bay Cove Village Police	1	3	1	5	2



NY0502600	Painted Post Village Police Department	11	22	47	80	27
NY0582500	Palmyra Village Police Department	48	37	38	123	41
NY0590100	Peekskill City Police Department	368	343	381	1,092	364
NY0593700	Pelham Manor Village Police Department	90	65	103	258	86
NY0593500	Pelham Village Police Department	67	66	74	207	69
NY0612000	Penn Yan Village Police Department	187	167	187	541	180
NY0602300	Perry Village Police Department	87	71	74	232	77
NY0223600	Philadelphia Village Police Department	2	0	0	2	1
NY0100200	Philmont Village Police Department	5	7	11	23	8
NY0372900	Phoenix Village Police Department	38	25	39	102	34
NY0432500	Piermont Village Police Department	24	8	20	52	17
NY0135000	Pine Plains Town Police Department	9	1	0	10	3
NY0556100	Plattekill Town Police Department	47	60	38	145	48
NY0090100	Plattsburgh City Police Department	526	622	540	1,688	563
NY0593300	Pleasantville Village Police Department	39	45	78	162	54
NY0052200	Port Byron Village Police Department	6	2	4	12	4
NY0590600	Port Chester Village Police Department	562	754	739	2,055	685
NY0032000	Port Dickinson Village Police Department	13	19	12	44	15
NY0353500	Port Jervis City Police Department	407	442	486	1,335	445
NY0295500	Port Washington Village Police Department	91	120	123	334	111
NY0042800	Portville Village Police Department	6	1	0	7	2
NY0442900	Potsdam Village Police Department	147	132	106	385	128
NY0130200	Poughkeepsie City Police Department	785	696	720	2,201	734
NY0136300	Poughkeepsie Town Police Department	977	961	936	2,874	958
NY0596300	Pound Ridge Town Police Department	32	25	28	85	28
NY0372600	Pulaski Village Police Department	30	38	29	97	32
NY0390000	Putnam County Sheriff Department	614	575	605	1,794	598
NY0513900	Quogue Village Police Department	60	64	61	185	62
NY0435300	Ramapo Town Police Department	559	523	521	1,603	534
NY0132500	Red Hook Village Police Department	96	110	103	309	103
NY0410100	Rensselaer City Police Department	250	210	170	630	210
NY0410000	Rensselaer County Sheriff Department	258	329	323	910	303
NY0132700	Rhinebeck Village Police Department	17	13	23	53	18
NY0515500	Riverhead Town Police Department	588	705	563	1,856	619
NY0270100	Rochester City Police Department	7,333	7,478	7,166	21,977	7,326
NY0430000	Rockland County Sheriff Department	146	186	171	503	168
NY0290900	Rockville Centre Village Police Department	203	228	216	647	216
NY0320100	Rome City Police Department	702	819	859	2,380	793
NY0559000	Rosendale Town Police Department	50	34	33	117	39
NY0465400	Rotterdam Town Police Department	561	615	562	1,738	579
NY0092200	Rouses Point Village Police Department	3	1	9	13	4
NY0597200	Rye Brook Village Police Department	28	33	23	84	28
NY0590800	Rye City Police Department	60	61	89	210	70

NY0223300	Sackets Harbor Village Police Department	2	2	1	5	2
NY0512400	Sag Harbor Village Police Department	45	41	56	142	47
NY0043300	Salamanca City Police Department	202	272	278	752	251
NY0293500	Sands Point Village Police Department	3	4	2	9	3
NY0162300	Saranac Lake Village Police Department	132	110	115	357	119
NY0450000	Saratoga County Sheriff Department	1,018	1,021	930	2,969	990
NY0450100	Saratoga Springs City Police Department	919	852	858	2,629	876
NY0558000	Saugerties Town Police Department	304	260	193	757	252
NY0591000	Scarsdale Village Police Department	59	61	51	171	57
NY0460100	Schenectady City Police Department	2,576	2,606	2,509	7,691	2,564
NY0460000	Schenectady County Sheriff Department	129	178	173	480	160
NY0415400	Schodack Town Police Department	65	92	68	225	75
NY0470000	Schoharie County Sheriff Department	80	74	86	240	80
NY0472400	Schoharie Village Police Department	0	1	0	1	0
NY0480000	Schuyler County Sheriff Department	165	168	152	485	162
NY0462000	Scotia Village Police Department	86	102	137	325	108
NY0490000	Seneca County Sheriff Department	253	214	245	712	237
NY0490100	Seneca Falls Town Police Department	299	240	331	870	290
NY0558100	Shandaken Town Police Department	16	24	19	59	20
NY0559900	Shawangunk Town Police Department	83	98	61	242	81
NY0515600	Shelter Island Town Police Department	61	44	54	159	53
NY0082700	Sherburne Village Police Department	15	12	10	37	12
NY0322400	Sherrill City Police Department	15	26	14	55	18
NY0122700	Sidney Village Police Department	190	136	123	449	150
NY0333200	Skaneateles Village Police Department	21	15	24	60	20
NY0593200	Sleepy Hollow Village Police Department	76	94	111	281	94
NY0582800	Sodus Village Police Department	6	11	20	37	12
NY0332600	Solvay Village Police Department	122	122	142	386	129
NY0594200	Somers Town Police Department	0	0	1	1	0
NY0315900	Somerset Town Police Department	10	14	4	28	9
NY0452400	South Glens Falls Village Police	74	58	56	188	63
NY0432600	South Nyack/Grandview on Hudson Village	40	44	37	121	40
NY0515800	Southampton Town Police Department	693	653	729	2,075	692
NY0512600	Southampton Village Police Department	135	135	131	401	134
NY0515900	Southold Town Police Department	212	234	187	633	211
NY0532500	Spencer Town Police Department	0	2	4	6	2
NY0432800	Spring Valley Village Police Department	755	732	621	2,108	703
NY0282800	St Johnsville Village Police Department	36	33	45	114	38
NY0440000	St Lawrence County Sheriff Department	264	254	252	770	257
NY0500000	Steuben County Sheriff Department	205	234	251	690	230
NY0457000	Stillwater Town Police Department	54	40	41	135	45
NY0100500	Stockport Town Police Department	0	1	1	2	1
NY0435400	Stony Point Town Police Department	109	122	123	354	118

NY0432900	Suffern Village Police Department	75	88	84	247	82
NY0510158	Suffolk County Police Department- 1st	0	0	1	1	0
NY0510164	Suffolk County Police Department- 4th	0	2	0	2	1
NY0510168	Suffolk County Police Department- 5th	1	0	0	1	0
NY0510100	Suffolk County Police Department- Headquarters	19,189	18,366	16,648	54,203	18,068
NY0510000	Suffolk County Sheriff Office	440	459	481	1,380	460
NY0520000	Sullivan County Sheriff Department	532	438	346	1,316	439
NY0330100	Syracuse City Police Department	5,197	5,074	4,717	14,988	4,996
NY0592800	Tarrytown Village Police Department	109	120	156	385	128
NY0223700	Theresa Village Police Department	0	0	1	1	0
NY0152700	Ticonderoga Town Police Department	99	56	82	237	79
NY0530000	Tioga County Sheriff Department	329	264	302	895	298
NY0540000	Tompkins County Sheriff Department	520	414	389	1,323	441
NY0140300	Tonawanda City Police Department	367	371	434	1,172	391
NY0147200	Tonawanda Town Police Department	921	921	870	2,712	904
NY0410200	Troy City Police Department	4	2	2	8	3
NY0410201	Troy City Police Department- 2nd	1,329	1,372	1,392	4,093	1,364
NY0542400	Trumansburg Village Police Department	33	17	20	70	23
NY0592300	Tuckahoe Village Police Department	49	46	32	127	42
NY0162000	Tupper Lake Village Police Department	104	89	89	282	94
NY0353600	Tuxedo Park Village Police Department	0	2	0	2	1
NY0356500	Tuxedo Town Police Department	31	20	8	59	20
NY0550000	Ulster County Sheriff Department	538	491	546	1,575	525
NY0559500	Ulster Town Police Department	472	494	377	1,343	448
NY0320200	Utica City Police Department	2,158	2,268	2,374	6,800	2,267
NY0323100	Vernon Village Police Department	17	11	7	35	12
NY0036400	Vestal Town Police Department	545	526	505	1,576	525
NY0352800	Walden Village Police Department	165	145	106	416	139
NY0357800	Wallkill Town Police Department	393	544	696	1,633	544
NY0122900	Walton Village Police Department	154	126	113	393	131
NY0132400	Wappingers Falls Village Police Department	127	119	73	319	106
NY0560000	Warren County Sheriff Department	831	752	854	2,437	812
NY0602700	Warsaw Village Police Department	113	102	98	313	104
NY0357000	Warwick Town Police Department	151	177	182	510	170
NY0570000	Washington County Sheriff Department	342	321	319	982	327
NY0352000	Washingtonville Village Police Department	92	56	90	238	79
NY0456800	Waterford Town Police Department	141	122	106	369	123
NY0492100	Waterloo Village Police Department	87	99	65	251	84
NY0220100	Watertown City Police Department	967	1,104	1,084	3,155	1,052
NY0010300	Watervliet City Police Department	212	205	286	703	234
NY0482100	Watkins Glen Village Police Department	132	101	112	345	115
NY0532000	Waverly Village Police Department	125	113	111	349	116
NY0502900	Wayland Village Police Department	7	21	21	49	16

NY0580000	Wayne County Sheriff Department	460	540	584	1,584	528
NY0216700	Webb Town Police Department	60	61	46	167	56
NY0276700	Webster Town Police Department	299	353	323	975	325
NY0052100	Weedsport Village Police Department	11	9	7	27	9
NY0022800	Wellsville Village Police Department	227	204	188	619	206
NY0222700	West Carthage Village Police Department	14	13	10	37	12
NY0147400	West Seneca Town Police Department	673	593	525	1,791	597
NY0590000	Westchester County Department of Public	1,076	870	901	2,847	949
NY0063200	Westfield Village Police Department	71	75	67	213	71
NY0514000	Westhampton Beach Village Police Department	30	42	41	113	38
NY0590200	White Plains City Police Department	1,613	1,614	1,492	4,719	1,573
NY0572800	Whitehall Village Police Department	107	66	60	233	78
NY0323700	Whitesboro Village Police Department	85	72	66	223	74
NY0325000	Whitestown Town Police Department	71	45	56	172	57
NY0025600	Willing Town Police Department	1	0	1	2	1
NY0192500	Windham Town Police Department	10	2	0	12	4
NY0582100	Wolcott Village Police Department	14	8	15	37	12
NY0356900	Woodbury Town Police Department	299	344	295	938	313
NY0522300	Woodridge Village Police Department	22	10	7	39	13
NY0556600	Woodstock Town Police Department	99	89	56	244	81
NY0600000	Wyoming County Sheriff Department	288	268	209	765	255
NY0610000	Yates County Sheriff Department	173	166	122	461	154
NY0590700	Yonkers City Police Department Communications	4,018	3,077	3,139	10,234	3,411
NY0596800	Yorktown Town Police Department	268	236	247	751	250
NY0323800	Yorkville Village Police Department	75	88	88	251	84
NY0312300	Youngstown Village Police Department	1	4	4	9	3

*End of RFP.*