



Division of Criminal Justice Services

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Request for Information (RFI) 25-03

New York State Division of Criminal Justice Services

[Search and Analysis Application]

RFI Timeline and Contact Information	
RFI Released	[September 5, 2025]
Closing Date for Respondent Questions	[September 19, 2025]
Responses to Respondent Questions Posted (Estimated)	[October 10, 2025]
RFI Response Due Date	[October 31, 2025]
Agency Contact: Respondents must direct all questions and communications in writing to DCJSProcurement@dcjs.ny.gov and include "RFI 25-03" in the subject line.	

PURPOSE OF THE Request For Information

The Division of Criminal Justice Services (“DCJS” or “Division”) Office of Crime Analysis and Strategic Partnerships (OCASP) is looking to collect information from qualified vendors with expert knowledge interested in providing DCJS with a search and analysis application for the staff of its eleven New York State Crime Analysis Centers (CACs) and their partners. The objective is to identify potential qualified vendors and receive feedback on the proposed project scope and services to help with the development of a future Request For Proposals (RFP).

This Request For Information (RFI) is for informational and planning purposes only, is not a solicitation of actual bids, and no contract will be awarded as a result. A firm or organization’s response to the RFI—or lack thereof—will have no impact on the evaluation of responses to any subsequent solicitations and does not preclude a vendor from bidding on a future solicitation. Responders are advised that DCJS will not pay for any information or administrative costs incurred in response to this RFI; all costs associated with responding to this RFI will be solely at the responders’ expense.

DCJS expressly reserves the right to utilize any and/or all ideas submitted in the responses received unless covered by legal patent or proprietary rights, which must be clearly noted in the vendor’s response to the RFI.

BACKGROUND INFORMATION

The principal charge of OCASP, in support of the CACs, is to advance New York State’s public safety policies and strategies as they relate to reducing crime and building safe communities in designated counties and regions of the state. The CACs responsibilities include, but are not limited to, providing the tools and resources necessary to promote law enforcement data sharing, conduct crime analysis, provide products to law enforcement command staff, investigators and detectives.

DCJS’S RESERVED RIGHTS

The Division reserves the right to:

1. Reject any or all responses received to the RFI;
2. Withdraw the RFI at any time, at the agency’s sole discretion;
3. Amend the RFI after its release with appropriate notice to all RFI respondents;
4. Seek clarifications and revisions of responses;
5. Utilize any and/or all ideas submitted in the responses received; and
6. Request to meet with respondents.

RESPONDENT QUESTION AND ANSWER PERIOD

Respondents may submit questions about this RFI via email by September 19, 2025, to: DCJSProcurement@dcjs.ny.gov and include “RFI 25-03” in the subject line.

Submissions should include vendor name, contact person, telephone number and email address.

Responses to these questions will be posted by October 10, 2025, on the Division's website.

RFI SUBMISSION REQUIREMENTS

Please submit your responses to this RFI to: DCJSProcurement@dcjs.ny.gov before the due date identified on Page 1. Please include in the subject line “Response to RFI 25-03”. Hard copies will not be accepted.

Information in addition to the prescribed questions is welcome. However, pre-printed marketing material and cost information **should not** be included in your response and will not be considered if provided.

Information Requested

Scope of Work:

OCASP, in support of CACs is seeking information on a Search and Analysis Application. Criminal Justice Information Services (CJIS) compliance is required for this project and the tool would be deployed at all eleven CACs and would be available to a limited number of partner agencies. The data to be queried by this application includes but is not limited to Record Management Systems data, calls for service data, traffic-related data, license plate readers data, and text documents. The application currently deployed to the CACs allows for the search of more than 350 separate data sources.

OCASP is searching for an application that would offer the following:

- Application will allow for the creation of different user groups with different roles and permissions (user, admin, super admin).
- Users should authenticate using multi-factor authentication and the system must use enhanced security features, such as Captcha, for protecting the web-based application against bot attacks.

- Application should query data sources live or cache and delete data within a specific set time frame.
- Application should allow for the query of all data sources including SQL or Oracle-based datasets, text documents, images and other media files if included in the original datasets (ex. LPR photos) and APIs to access features such as query execution and return of data.
- Application should only query the data sources selected during the querying process by users and limit results to a configurable number of rows determined by CAC staff. Please explain how queries and query results delimitation would be implemented.
- The application currently used by CAC staff and partners leverages more than 170 I PSEC VPN connections to partner agencies networks in a Microsoft Azure Tenant (currently about 35% of RMS data sources are connected). The application should be able to leverage those pre-existing connections and additional connections to partner agencies as they are established. Please describe how such connections could be leveraged by application and environment.
- Application must support batch queries.
- Users should be able to save and/or export their search results (CSV, PDF, integration with third-party email to disseminate results automatically).
- Users should be able to save, automate, and create alerts for specific queries.
- The application should include editable dashboards including dashboards to allow admins to monitor application performance and connections status. Dashboards should easily present application information such as top users and top searches.

Optional Features:

CAC staff have expressed interest in the following features when discussing a potential new search and analysis tool:

- Ability to generate data reports to summarize query results.
- Ability to generate link charts to allow users to visualize query results. Please provide examples/screenshots of such link charts.
- Ability to map data if applicable.
- Ability to save the results of automated queries to a specified file name and location on a network drive, without requiring any user interaction.

Responders may answer one or more of the following questions:

1. **Experience** – Describe your organization and its experience with workforce development projects, particularly any activities related to search and analysis applications.
2. **Qualifications** – Describe your organization/company's interest and capacity in undertaking such a project.
3. **Proposed project scope and services** – Provide comments on the proposed project scope and services, including the feasibility and/or challenges of the proposed project.
4. **Other Considerations** – Provide general comments or suggestions related to the proposed project.

Freedom of Information Law ("FOIL") and RFI Responses

The purpose of New York State's Freedom of Information Law (FOIL), which is contained in NYS Public Officers Law, Sections 84-90, is to promote the public's right to know the process of governmental decision making and to grant maximum public access to governmental records.

Thus, a member of the public may submit a FOIL request for disclosure of the contents of the responses submitted to the State in response to this RFI. The responses of respondents may be subject to disclosure under FOIL. However, pursuant to Section 87(2)(d) of the Public Officers Law, a State agency may deny access to those portions of responses which "are trade secrets or submitted to an agency by a commercial enterprise or derived from information obtained from a commercial enterprise and which if disclosed would cause substantial injury to the competitive position of the subject

enterprise." Please note that FOIL has specific instructions for identifying material that an entity claims is exempt from disclosure under FOIL because the information is trade secrets, which if disclosed would cause substantial injury to the competitive position of the respondent.

Please also note that information which you may claim as proprietary, copyrighted or rights reserved is not necessarily protected from disclosure under FOIL.

If there is information in your response which you claim meets the definition set forth in NYS Public Officers Law Section 87(2)(d), please inform us in a letter accompanying your response.

Responding to this Request for Information

Responses to this RFI must be received by [Insert time, Date]. Responses will be used to inform DCJS. Questions regarding this RFI may be submitted to DCJS via email at DCJSProcurement@dcjs.ny.gov.