



**LOS ANGELES COUNTY  
SHERIFF'S DEPARTMENT**

**REQUEST FOR INFORMATION**

**RFI NUMBER 675-SH**

**LOS ANGELES COUNTY WARRANT SYSTEM**

**(CWS)**

March 2019

Prepared By  
County of Los Angeles

These guidelines are intended to provide general information only and are subject to revision. The rights and obligations of any party contracting with the County will be determined in accordance with the terms of the applicable contract and applicable law.

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1.0 **INTRODUCTION**

- 1.1 The Los Angeles County Sheriff's Department's (LASD) Records and Identification Bureau (RIB), is seeking information from vendors which can provide the County with an operationally-proven commercial off the shelf (COTS) web-based warrant system (Solution) including server hardware, software, and services. This Solution must be capable of interfacing with existing internal and external systems, and their databases as detailed in Section 3.0.
- 1.2 The Solution will automate the issuance, search/retrieval, service, maintenance, and reporting of arrest warrants and wants for questioning among the various trial and traffic courts and law enforcement agencies in Los Angeles County.
- 1.3 Vendors of interest are those who are capable of delivering a turnkey system solution, and can provide 24-7 operations and maintenance (O&M) support (e.g., hardware, software) as part of a maintenance services agreement.
- 1.4 Vendors who wish to participate in the RFI's vendor demonstration venue must submit relevant product information, as outlined in Sections 4 and 5 of this RFI. Vendors who can identify potential solutions, and wish only to furnish information about a product or a system that they have knowledge of, may do so formally in writing.
- 1.5 LASD will review the responses to this Request for Information (RFI) which may subsequently lead to further investigation, including vendor presentations. Information received in response to this RFI may be used in the preparation of a Request for Proposal (RFP) or another County method for solicitation of services.
- 1.6 The intent of this RFI is to learn as much as possible about current and future Solution technology trends. This knowledge will facilitate the LASD's ability to prepare the requirements for any potential future solicitation.

2.0 **BACKGROUND**

- 2.1 The County of Los Angeles (County) encompasses an area of 4,083 square miles with a population of 9.8 million. LASD provides general and specialized law enforcement services for approximately five (5) million of these residents, spread over an area of approximately 3,157 square miles. LASD, with approximately 19,000 employees, is the largest Sheriff's Department in the world.
- 2.2 In the mid-1980s, Los Angeles County justice stakeholders recognized the need to improve their collective ability to manage warrants and wants among their respective agencies. As a replacement to the aging Automated Want Warrant System (AWWS), the Los Angeles County Warrant System (CWS) was implemented in 1988 to automate primary warrant/want business functions

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among the various trial and traffic courts and law enforcement agencies in Los Angeles County using IMS, COBOL, and Assembler technologies.

- 2.3 To align with national best practices and national initiatives to automate warrant/want-related processes, CWS supports the primary warrant/want business functions of issuance, service, update, recall, query, and reporting. With the exception of reporting functions, all CWS transactions occur in real-time or near-real time. CWS supports the following features and capabilities:
  - 2.3.1 An IBM 3270 direct connect terminal emulation user interface;
  - 2.3.2 Communications interface with the Justice Data Interface Controller (JDIC) application to facilitate accessibility to disparate systems, known as the JDIC terminal;
  - 2.3.3 Synchronized/asynchronous system-to-system updates between the Courts Warrant Issuance (Trial Court Information System)/Recall transactions and CWS;
  - 2.3.4 Warrant Query capability from patrol cars using the JDIC messaging interface to the Sheriff Message Switch;
  - 2.3.5 The ability to issue inmate queries to the Automated Justice Information System (AJIS) from CWS;
  - 2.3.6 Automated system-to-system transmittal of warrants to state Wanted Persons System (WPS) and subsequently to the National Crime Information Center (NCIC) at the Federal Bureau of Investigation (FBI); and
  - 2.3.7 The following 19 CWS transactions:

CWS Transaction	Monthly Transaction Volume
<p><b><u>AKA Summary Inquiry</u></b>                      This function allows a user to generate a listing of all person AKA's for a specific warrant. The inquiry is used when there is a need to see if the suspect is known by another identifier. The warrant number is the only information that is required to perform the AKA Summary Inquiry transaction.</p>	200
<p><b><u>Book Warrant</u></b>                      This function is used when a warrant, limited warrant or commitment is to be booked by a non-AJIS agency, or when an AJIS agency is bailing out a warrant.</p>	8,690
<p><b><u>Create Investigative Information</u></b>                      This function allows the entry of investigative and warrant service attempt information.</p>	5,900

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<p><b><u>Investigative Information Inquiry</u></b>                  This function allows a user to generate a listing of all investigative and warrant service attempt information for specific warrant.</p>	<p>5,140</p>
<p><b><u>Create Want</u></b>                  This function permits the creation of a Want.</p>	<p>340</p>
<p><b><u>Create Courtesy Letter</u></b>                  Allows the Sheriff's Fugitive Detail to request a courtesy letter. A courtesy letter is created and mailed to the person's address to advise him that one or more warrants exist for his arrest and that response to the court is required.</p>	<p>N/A</p>
<p><b><u>Create Warrant</u></b>                  This function permits the creation of a Warrant.</p>	<p>840</p>
<p><b><u>Warrant Detail Inquiry</u></b>                  This function will allow users to identify warrants that are past due (no action taken in the last 60 days) based on:</p> <ul style="list-style-type: none"> <li>- Search by reporting district</li> <li>- Search by radius from either                         <ul style="list-style-type: none"> <li>o Current location obtained from a geo location aware device or</li> <li>o Location clicked on a map</li> </ul> </li> <li>- Combination of reporting district and radius</li> </ul> <p>Actions that can be performed on the warrant are</p> <ul style="list-style-type: none"> <li>- Create Courtesy Letter</li> <li>- Door knock (Create Investigative Information)</li> <li>- Exhausted all leads (Create Investigative Information)</li> <li>- Contacted Filing Agency (capture Name/Employee ID/Phone)</li> </ul>	<p>46,900</p>
<p><b><u>Warrant Summary Inquiry</u></b>                  This function allows a user to determine whether any warrants or wants exist for a given individual. Information returned as a result of an inquiry is sufficient to identify the wanted person, the offense for which he is wanted, as well as other important information associated with the warrant, such as an officer hazard and associated photo(s) of the person.</p> <p>Summary warrant inquiries may be performed on both active and inactive archived warrants maintained in the Countywide Warrant System.</p> <p>The warrant summary inquiry is used when there is a need to view all possible warrants for a particular suspect. When performed from directly connected and JDIC terminals, it automatically queries WPS.</p>	<p>1,817,000</p>

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<p><b><u>Request Warrant Information Sheet</u></b>                  This function allows a Warrant Information Sheet (WIS) to be requested for a warrant or for multiple warrants that have been created for the same person.</p> <p>A WIS contains all information pertaining to a warrant: the warrant itself, AKA details and Investigative Information.</p> <p>A WIS is requested prior to booking a suspect to ensure that the suspect is the one named on the warrant.</p>	<p>11,000</p>
<p><b><u>AKA Detail Inquiry</u></b>                  This function allows a user to get the details of an AKA associated with a warrant.</p>	<p>50</p>
<p><b><u>Create AKA</u></b>                  This function permits an AKA to be added to a warrant when the suspect named on the warrant can also be identified by person identifiers that differ from those on the warrant. An AKA can also be created for a limited warrant for which the missing data elements are now available. Only the filing agency can add an AKA to a warrant.</p>	<p>50</p>
<p><b><u>Maintain AKA</u></b>                  This function permits an AKA to be modified on a warrant when the suspect named on the warrant can also be identified by person identifiers that differ from those on the warrant.</p>	<p>50</p>
<p><b><u>Maintain Want-Warrant</u></b>                  This function is used to add or remove a warrant from WPS/NCIC. It is also used to add a bail receipt number to a booked warrant.</p>	<p>1,880</p>
<p><b><u>Recall Want-Warrant</u></b>                  This function permits the deactivation of a warrant that has been deemed invalid or is no longer serviceable; for example, persons often surrender directly to the court, appearing for warrants issued with incomplete or incorrect information. The warrant is available for archive inquiry for 90 days after it has been recalled.</p>	<p>1,780</p>
<p><b><u>Request Booking Abstract</u></b>                  This function is used to route a booking abstract inside of L.A. County, outside of L.A. County but within California, or outside of California.</p> <p>Non-AJIS agencies can only route abstracts to themselves and out of county.</p>	<p>610</p>
<p><b><u>Release Warrant Information Sheet</u></b>                  Releases a Warrant Information Sheet from its hold.</p>	<p>4,880</p>

<p><b><u>Reactivate Warrant</u></b>                  This function, only available to Sheriff’s Records and Identification Bureau personnel, permits the reactivation of a warrant that has been booked or bailed in error and makes it available for inquiry and service again.</p>	<p>80</p>
<p><b><u>Modify WPS</u></b>                  This function allows adding or changing records of CWS warrants in the State’s Wanted Persons System.</p>	<p>4,290</p>

- 2.4 CWS takes a somewhat different technical approach from other jurisdictions that have automated warrant/want processes. Many jurisdictions across the country support warrant/want automation through a series of interfaces among individual law enforcement agency records management systems, court case management systems, and state repositories. CWS centrally stores, reports, and manages nearly 2 million warrants/wants for all law enforcement agencies within Los Angeles County, acting as a clearinghouse or repository for warrants issued in the County.
- 2.5 Consequently, the LASD is solely responsible for the operation and management of maintaining and reporting warrants/wants and CWS is the only means by which warrant processes occur in the County.

3.0 **SOLUTION OVERVIEW AND REQUIREMENTS SUMMARY**

- 3.1 The Solution may serve as the central repository for all warrants/wants issued in the County;
- 3.2 The Solution shall support the primary warrant/want business functions of issuance, service, update, recall, query, and reporting while supporting data integrity, security controls, workflow processes, and alert notification components features using a mobile enabled application developed with HTML5/CSS/JavaScript;
- 3.3 The Solution shall use existing LA County ArcGIS Representational State Transfer (REST) geocode service for all address validation and geocoding ([https://geocode.gis.lacounty.gov/geocode/rest/services/CAMS Locator Nationwide/GeocodeServer](https://geocode.gis.lacounty.gov/geocode/rest/services/CAMS_Locator_Nationwide/GeocodeServer));
- 3.4 The Solution shall include functionality to map warrant/want locations by address, category, date, time, and other user-defined parameters;
- 3.5 The Solution shall include functionality to reliably identify warrant/want persons;
- 3.6 The Solution shall use Microsoft Active Directory Federation Services (ADFS) for account management, user permissions, and user credentials for internal and external users.
- 3.7 The Solution’s transaction response times shall be within two seconds;

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- 3.8 The Solution may be hosted on County premise(s) or in a cloud-based Criminal Justice Information Services (CJIS)-certified environment;
- 3.9 The Solution shall interface with County, State, and Federal systems including, but not limited to, JDIC, Trial Court Information System, AJIS, WPS, and NCIC. Interface mechanisms include, but are not limited to:
  - 3.9.1 Exchange of JSON messages to exposed REST web services;
  - 3.9.2 Exchange of SOAP/XML messages to exposed SOAP web services;
  - 3.9.3 Integration with County developed JAVA libraries; and
  - 3.9.4 Synchronous and asynchronous communications with raw Transmission Control Protocol (TCP) based applications.

A Solution Requirements Checklist is provided as Attachment A to this RFI.

**4.0 INFORMATION REQUESTED**

This RFI is a research document only. It seeks information from vendors that can provide an operationally proven, commercial-off-the-shelf (COTS) web-based Solution.

The Solution shall be a turnkey enterprise solution that includes all necessary applications (browser-based, preferably with minimal customizations), underlying third party software, server hardware, data migration, interfaces to external systems, configuration, integration, operations and maintenance, support, and training. Vendors who may have an interest in providing a complete Solution are encouraged to complete Attachment A to this RFI, and submit relevant information about their product and services, as follows.

**4.1 Description of Solution Functionality**

Documentation should be provided that is descriptive of the functions supported by the Solution, with a focus on the following general functional areas identified in this document, which are not all-inclusive. Existing product literature and prepared marketing materials may also be included, however, this information is less useful than more detailed user and technical documentation. Since RFI's are research-oriented, additional functionality that is available in the Vendor's Solution, but not listed in this section, should also be included in the response.

- 4.1.1 Describe in detail the Solution's functionality including:
  - 4.1.1.1 Internet browser and device compatibility;
  - 4.1.1.2 Primary warrant/want business functions including: issuance, service, update, recall, query, and reporting;
  - 4.1.1.3 User account management;
  - 4.1.1.4 Warrant/want person identification features;



- 4.1.1.5 Mapping functionality;
- 4.1.1.6 Data integrity;
- 4.1.1.7 Security and auditing controls;
- 4.1.1.8 Workflow processes;
- 4.1.1.9 Alert notification components;
- 4.1.1.10 Internal and external interfaces;
- 4.1.1.11 Application programming interfaces; and
- 4.1.1.12 Dependencies (technical and functional)

4.2 **Description of Technical Architecture**

Respondents are asked to provide the following information about the software and environment which will support the Solution, including, but not be limited to:

- 4.2.1 Hardware requirements;
- 4.2.2 Operating system/software environment;
- 4.2.3 Solution architecture;
- 4.2.4 Detailed network requirements and protocols;
- 4.2.5 Recommended database/environment(s)/storage requirements;
  - 4.2.5.1 Database backup;
  - 4.2.5.2 Operating System;
  - 4.2.5.3 Future growth storage estimates;
- 4.2.6 Expected response time metrics, exclusive of LASD's Network, for the PC workstation, mobile devices, etc.;
- 4.2.7 Disaster recovery plan;
- 4.2.8 Installation process for the Solution;
- 4.2.9 Description of access requirements;
- 4.2.10 Description of security and auditing features;
- 4.2.11 Solution scalability;
- 4.2.12 Interfacing requirements and tools;
- 4.2.13 Reporting tools; and
- 4.2.14 Data and network security protocols.

4.3 **Description of Estimated Implementation Project Timeline**

Respondents must provide an estimated CWS Implementation Project Timeline including, at minimum, time durations for:

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- 4.3.1 Project discovery phase;
- 4.3.2 Hardware and software installation, and establishing Solution environments;
- 4.3.3 Development;
- 4.3.4 Unit, integration, system, user acceptance, and performance testing;
- 4.3.5 Completion of legacy CWS data migration from a hierarchical IMS database to relational database;
- 4.3.6 Training;
- 4.3.7 Production cutover; and
- 4.3.8 Vendor and County responsibilities.

4.4 **Description of Product Support and Maintenance**

Respondents are asked to provide information on the following:

- 4.4.1 Product Manuals and Software Description;
- 4.4.2 On-line documentation and/or help;
- 4.4.3 In person on-site and off-site training;
- 4.4.4 Training manual(s) and delivery format;
- 4.4.5 Ongoing delivery of updated training materials (upgrades);
- 4.4.6 Upgrades: Frequency, delivery and estimated downtime;
- 4.4.7 Help desk operations including staffing and hours of availability;
- 4.4.8 24/7 and 365 support procedures; and
- 4.4.9 User feedback procedures.
- 4.4.10 Sample Service Level Agreement (SLA)

4.5 **Corporate Information and References**

Respondents are requested to provide the following information:

- 4.5.1 Corporate or company name and headquarters' address;
- 4.5.2 Address/other contact information of nearest corporate or company office to Downtown, Los Angeles, California;
- 4.5.3 Number of years in business and solution being used;
- 4.5.4 List at least five of public safety/law enforcement agencies (name, address, contact person, and telephone or email) that have deployed the vendor's software/system;

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- 4.5.5 Size of law enforcement customer base (number and size of agencies and number of vendor solution's system users);
- 4.5.6 Compliance record with Service Level Agreement(s); and
- 4.5.7 High level system documentation describing existing deployment of vendor's Solution at customer site(s).

4.6 **Estimated Costs**

Respondents are asked to provide cost estimates for the COTS Solution. Any costs estimated for the purpose of this RFI are considered for informational purposes only, and are non-binding to either the respondent or County of Los Angeles.

As this document is an RFI, costs can be estimated, but only in general terms, as it applies to a typical standard COTS Solution. As this is not a competitive solicitation, specific LASD environment information cannot be made available to the vendor.

Consequently, a complete Solution cost estimate will need to be general, and take into consideration the following areas that may or may not be quantifiable:

- 4.6.1 Customized application development costs;
- 4.6.2 COTS licensing model options and costs;
- 4.6.3 Professional services costs (install, configure, development, etc.);
- 4.6.4 Recommended hardware specifications and costs;
- 4.6.5 Non-recurring hardware and software licensing costs, if applicable;
- 4.6.6 Training costs;
- 4.6.7 Ongoing maintenance support costs; and
- 4.6.8 Other miscellaneous cost.
- 4.6.9 Your response should include all estimated costs broken out by category based upon 3,300 devices and 9,000 deputy personnel.

5.0 **VENDOR RESPONSES**

- 5.1 Responses and questions regarding this RFI should include the original response, three (3) numbered hard copies, and two (2) electronic copies, each on two (2) separate digital media (e.g., Compact Disc, USB drive, etc.), and shall be enclosed in a sealed envelope, plainly marked in the upper left-hand corner with the name and address of the Vendor and bear the words "Response to RFI No 675-SH LOS ANGELES COUNTY WARRANT SYSTEM", and shall be addressed to:

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Los Angeles County Sheriff's Department  
Technology and Support Division  
Office of Technology and Planning  
12440 E. Imperial Hwy. 4<sup>th</sup> Floor  
Norwalk, CA 90650  
Attention: Chris Harris  
[cgharris@lasd.org](mailto:cgharris@lasd.org)  
(562) 345-4186

- 5.2 Respondents are asked to supply contact information including company name, address, contact person, contact person's telephone number, and contact person's email.
  - 5.2.1 Respondents are encouraged to respond to each item in this RFI including Attachment A – Requirements Checklist.
- 5.3 The Department encourages all potential vendors to submit a response consistent with the content and with the instructions provided herein.
- 5.4 **Responses to this RFI will be accepted in person, by private messenger, delivery service, or United States Postal Service (USPS) only. Responses to this RFI must be submitted to Department at the address above by 3:00 p.m. (Pacific Time) on June 13, 2019. (Email responses will not be accepted)**
- 5.5 Responses to this RFI after the submission deadline may be accepted by the County at the sole convenience and discretion of the County.
- 5.6 Not responding to this RFI will not impact your ability in the future to respond to any subsequent procurement document issued by the County on behalf of the Department.

6.0 **OTHER INFORMATION**

- 6.1 Responses to this RFI shall become the exclusive property of the County. Respondents should be aware that the information provided will be analyzed and may appear in various reports and/or requests, with the exception of those parts of each submission which meet the definition of "Trade Secret" and are plainly marked as "Trade Secret" or "Proprietary".
- 6.2 The County shall not, in any way, be liable or responsible for the disclosure of any such record, or any parts thereof, if disclosure is required or permitted under California Public Records Act or otherwise by law. A blanket statement of confidentiality or the marking of each page of the submission as confidential shall not be deemed sufficient notice of exception. Respondents must specifically label only those provisions of the submission which are "Trade Secrets" or Proprietary" in nature.

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- 6.3 Respondents to this RFI may be invited by the Department to provide a non-competitive presentation of their products. The product presentation is intended for information gathering purposes only. ***Such presentation should generally not exceed four (4) hours in length.*** The date(s), length, and times will be coordinated between the Respondent and the contact person identified in Section 5.1.
- 6.4 The Department will review the responses to this RFI, which may subsequently lead to further research and analysis. **This is a request for information ONLY; this is not a solicitation.** Information received in response to this RFI may be used in the preparation of a Request for Proposals (RFP), an Invitation for Bids (IFB), or other County method for solicitation of services. Respondents to this RFI will be notified by the County of Los Angeles of a future solicitation.

Attachment A  
 REQUIREMENTS CHECKLIST

	<b>Requirement</b>	<b>Meets requirement</b>	<b>Customization required</b>	<b>Please describe functionality (include the number of forms/screens/transactions to accomplish requirement)</b>
1.	<p>The Solution provides functionality to create new warrants for arrest.</p> <p>Warrant record information includes: warrant identifiers, entering agency details, person name, person AKAs, photos, personally identifiable identification, person description, charges bail amount, vehicle information, investigative information, and person address</p>			
2.	<p>The Solution provides functionality to create new wants for questioning.</p> <p>Want record information includes: want identifiers, entering agency details, contact details, purge date, person name, person AKAs, photos, personally identifiable information, person description, vehicle information, investigative information, and person</p>			

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	<b>Requirement</b>	<b>Meets requirement</b>	<b>Customization required</b>	<b>Please describe functionality (include the number of forms/screens/transactions to accomplish requirement)</b>
	address.			
3.	The Solution provides functionality to update a warrant or want with additional warrant information including warrant service attempts and other investigative actions.			
4.	The Solution provides functionality to generate reports of warrant, want, investigative, and person details for individual warrants or wants. The generated reports may be filtered by user-defined parameters.			
5.	The Solution provides functionality to generate reports of warrant, want, investigative, and person details for multiple warrants and wants. The generated reports may be filtered by user-defined parameters.			

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	<b>Requirement</b>	<b>Meets requirement</b>	<b>Customization required</b>	<b>Please describe functionality (include the number of forms/screens/transactions to accomplish requirement)</b>
6.	The Solution provides functionality to add, remove, and modify a warrant or want in the California Wanted Persons System and National Crime Information Center applications.			
7.	The Solution provides functionality to indicate when a person has been arrested or detained for an individual warrant or want.			
8.	The Solution provides functionality to indicate when a person has been arrested or detained for multiple warrants and/or wants.			
9.	The Solution provides functionality to deactivate a warrant that has been deemed invalid or is no longer serviceable.			
10.	The Solution provides functionality to reactivate a warrant.			
11.	The Solution provides functionality to report a detailed list of all person AKA's for a specific warrant.			



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	<b>Requirement</b>	<b>Meets requirement</b>	<b>Customization required</b>	<b>Please describe functionality (include the number of forms/screens/transactions to accomplish requirement)</b>
12.	<p>The Solution provides functionality to allow users to determine whether any warrants or wants exist for a given person.</p> <p>Information returned as a result of an inquiry shall allow users to identify the wanted person, the offense for which the person is wanted, as well as other important information associated with the warrant, such as an officer hazard and associated photo(s) of the person.</p>			
13.	<p>The Solution provides functionality to generate courtesy letters.</p> <p>A courtesy letter is created and mailed to the person’s address to advise him/her that one or more warrants exist for his/her arrest and that response to the court is required.</p>			
14.	<p>The Solution provides functionality to generate maps of warrant and want locations by address, category, date, time, and other user-defined</p>			

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	<b>Requirement</b>	<b>Meets requirement</b>	<b>Customization required</b>	<b>Please describe functionality (include the number of forms/screens/transactions to accomplish requirement)</b>
	parameters.			
15.	The Solution provides functionality to existing LA County ArcGIS Representational State Transfer (REST) geocode service for all address validation and geocoding ( <a href="https://geocode.gis.lacounty.gov/geocode/rest/services/CAMS_Locator_Nationwide/GeocodeServer">https://geocode.gis.lacounty.gov/geocode/rest/services/CAMS_Locator_Nationwide/GeocodeServer</a> ).			
16.	The Solution provides functionality to integrate with Microsoft Active Directory Federation Services for account management, user permissions, and user credentials.			
17.	The Solution perform all transactions within two seconds.			
18.	The Solution provides functionality to exchange JSON messages to exposed REST web services.			
19.	The Solution provides functionality to exchange SOAP/XML messages to			

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	<b>Requirement</b>	<b>Meets requirement</b>	<b>Customization required</b>	<b>Please describe functionality (include the number of forms/screens/transactions to accomplish requirement)</b>
	exposed SOAP web services.			
20.	The Solution provides functionality to support integration with County developed JAVA libraries.			
21.	The Solution provides functionality to support synchronous and asynchronous communications with raw Transmission Control Protocol (TCP) based applications.			
22.	The Solution provides functionality to support system and user auditing.			
23.	The Solution may be hosted on County premise(s) or a cloud-based Criminal Justice Information Services (CJIS) certified environment.			