

**Oakland County  
Department of Information Technology  
Project Scope and Approach**

**Project Name: OV: Video Arraignment Wrap-up**

**Project ID: D47183WU**

<b>Leadership Group: CLEMIS</b>				
<b>Department: District Court-ALL, Circuit Court, Sheriff, Prosecuting Attorney, Public Services</b>			<b>Division: District Court-ALL, Circuit Court, Sheriff, Community Services, Correction Services, Prosecuting Attorney</b>	
<b>Project Sponsor: R. Daddow</b>		<b>Date Requested: August 6, 2007</b>		<b>PM Customer No. 183</b>
<b>Request Type:</b>				
<input checked="" type="checkbox"/> <b><u>New Development</u></b> <b>Enhancement</b> <input checked="" type="checkbox"/> <b><u>Replace Existing Video Warrant System</u></b> <input type="checkbox"/> <b>Maintenance</b> <b>Customer Support</b>				
<b>IT Team Name: CLEMIS</b>			<b>IT Team No: 4</b>	
<b>Project Manager: Richard Hoose</b>				
<b>Account Number: 75700</b>	<b>Account Description:</b>	<b>Fac Mgmt – Video Arraignments</b>	<b>Customer Name:</b>	<b>CLEMIS</b>
<b>Grant Funded? <u>Yes</u></b> <i>(Partial funding from COPS-MORE Grant.)</i>		<b>Mandate? <u>No</u></b> <b>Mandate Source:</b>		

**Project Goal**

Finalize Video Arraignment Phase I so that outstanding tasks necessary for deployment of the original Video Arraignment Project are completed.

**Business Objective**

Complete outstanding tasks to complete deployment of the original Video Arraignment project the purpose of which is to provide video communications between judges, magistrates, local law enforcement, Sheriff’s Department, County Jail, Prosecutors office and others who have an interest in the court proceedings involving the arraignment of offenders.

To complete a video arraignment system in compliance under the state statutes administered by the State Court Administrator’s Office (SCAO).

To minimize the efforts of the law enforcement community in the transport of offenders to the Circuit and District Courts for the purpose of arraignment.

# Oakland County Department of Information Technology Project Scope and Approach

**Project Name: OV: Video Arraignment Wrap-up**

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## **Major Deliverables**

Install video arraignment equipment including installation and training at

- the remaining Police Departments
- the remaining District Court Sites
- the remaining Circuit Court Sites

As well as

- Correct outstanding technical issues
- Complete planned interfaces
- Perform a user satisfaction survey to identify improvements and issues and to promote increased use of the Video Arraignment functions
- Project Management
- Site Surveys and Documentation
- Maintenance Service

### Oakland County to Provide:

- To coordinate or provide building renovations at the Sheriff Substations, Police Departments, County Jail, Community Corrections Facility, District Court Sites, Circuit Court Sites and Prosecutor' s office to accommodate the new video arraignment equipment.
- To provide labor and material to upgrade or provide new network interface hardware at remaining locations to integrate the video arraignment system with OAKNet.
- Project Management

## **Approach**

### Oakland County will:

- Upgrade and add new Network Interfaces for the remaining locations, as needed.
- Requisition required hardware/software
- Coordinate hardware/software installation
- Gather and analyze user satisfaction information and issues - identify improvements and issue remediation for a future VA Phase, as needed.
- Based on survey findings, coordinate with Video Arraignment users to promote

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increased usage among users and the more advanced functions of the system.

- Coordinate site renovations.
- Coordinate/assist with user training
- Provide post-production support

Contractors will:

- Upgrade and/or add new Network cabling and electrical connections for the remaining locations, as needed.

## **Benefits**

### ***Original Return on Investment (ROI)***

Description	Quantity	RATE	Hours Per Year	Days Per Year	TOTAL
<b>Sheriff Deputies Re-deployed</b>	10	\$21.4	1,82		\$3,903,36
<b>Cost to House Prisoner</b>	1	\$80.0		36	\$292,00
<b>Salvage Current Video Warrant System *</b> *Assume only \$ 0.10 of Book Value Recovered by selling equipment at Public Auction		\$4,304.0			-\$43
<b>TOTAL</b>					<b>\$4,194,93</b>

<b>CURRENT COSTS OF BUSINESS</b>	<b>\$4,194,93</b>
<b>Project Budget</b>	<b>\$6,800,00</b>

<b>Return on Investment in Years</b>	1.6
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Local CVT law enforcement agencies across Oakland County will also receive similar benefits from this project.

### ***Revenue/Cost Recovery***

- See above.

### ***Intangible***

#### **Improved Service**

- Replace existing handwritten forms with electronic forms.
- Reduces duplicate entry of data.

**Oakland County  
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Project Scope and Approach**

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**Product/Service**

- Reduce transmittal of forms over telephone FAX machines.
- Eliminate the down time of the current video warrant system.
  
- Single data storage point.
- Sharing of forms and data between law enforcement agencies, courts and prosecutors.
- Reduces the need for hard copy print outs of paperwork.

**Accuracy**

- Reduce multiple entry of common data, which reduces the risk of input errors.

**Productivity**

- Reduces the manpower requirements to transport offenders from jails to courts.
- Reduces prison operation costs for housing defendants prior to arraignment.

**Impact**

**Number of Users for the completed system:**

600 + Police Officers

38 District and Circuit Staffs

15 Prosecutors

**Divisions**

Sheriff's Department, County Jail, City, Village and Township Police

Departments, Prosecutors, Circuit Courts and District Courts

**Leadership Groups**

Law Enforcement, Courts

**Risk**

**Business Environment**

High – Project will dramatically change existing business processes or will negatively effect the business environment if implementation is unsuccessful.

**Technical Environment**

High – New or non-standard Technology

**Oakland County  
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**Assumptions**

**Staffing** IT Staffing: resources will be available for the hours indicated per the attached project plan.

**Other Staffing: additional staffing will be available as follows**

<b><u>Role:</u></b>	<b><u>Name</u></b>	<b><u>Hours per Day</u></b>
Project Sponsor:	Robert Daddow	As needed

**Facilities**

- Police Departments
- Circuit Court
- District Court
- County IT Building

**Technical**

- County IT Staff

**Funding**

- County Bonds
- COPS MORE Grant

**Other**

- None

**Priority**

- 05

**Constraints**

- Building Renovations
- Clarification of System Administrator Role
- Clarification of Help Desk Role
- Clarification of IT Staffing

**Exclusions**

- Databases and software links to CLEMIS and other county applications.

**Oakland County  
Department of Information Technology  
Project Scope and Approach**

**Project Name: OV: Video Arraignment Wrap-up**

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**PROJECT PHASE AUTHORIZATION**

<b>Phase(s):</b> ALL			
<b>Total Estimated Application Services</b>		<b>Hours:</b>	<b>Cost:</b>
<b>Total Estimated Technical Systems</b>		<b>Hours:</b>	<b>Cost:</b>
<b>Total Estimated eGovernment Services</b>		<b>Hours:</b>	<b>Cost:</b>
<b>Total Estimated CLEMIS</b>		<b>Hours:</b> 2,550	<b>Cost:</b> \$235,853
<b>Total Estimated Internal Services</b>		<b>Hours:</b>	<b>Cost:</b>
<b>IT Application Services Division Manager Approval:</b>			<b>Date:</b>
<b>IT Technical Systems Division Manager Approval:</b>			<b>Date:</b>
<b>IT eGovernment Services Division Manager Approval:</b>			<b>Date:</b>
<b>IT CLEMIS Division Manager Approval:</b>			<b>Date:</b>
<b>IT Internal Services Division Manager Approval:</b>			<b>Date:</b>
<b>IT Management Approval:</b>			
Approved: Yes No			<b>Date:</b>
Reason:			
<b>Project Sponsor Approval:</b>			
Title:			<b>Date:</b>

**PROJECT SUMMARY**

<b>Authorized Development (see above)</b>	<b>Hours:</b>	<b>2,550</b>	<b>Cost:</b>	<b>\$235,853</b>
<b>Preliminary Estimated Development for Future Phases</b>	<b>Hours:</b>		<b>Cost:</b>	
<b>Grand Total Estimated Development</b>	<b>Hours:</b>	<b>2,550</b>	<b>Cost:</b>	<b>\$235,853</b>

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**PROJECT COMPLETION AUTHORIZATION**

<b>Customer Acceptance of Product:</b>	
Title:	Date:
<b>Project Office Review:</b>	Date: