



ADOA - ASET

Arizona Strategic Enterprise Technology

Project Investment Justification

Version 01.01

A Statewide Standard Document for Information Technology Projects

Project Title: Courthouse AZAFIS LiveScan

Agency Name:	Arizona Criminal Justice Commission (ACJC)
Date:	5/18/2014
Agency Contact Name:	Peter Henning
Agency Contact Phone:	
Agency Contact Email:	

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I. Management Summary*

When criminal histories are not correctly recorded within the Arizona Department of Public Safety Computerized Criminal History (ACCH) repository, felony convicts can potentially obtain a job interacting with high-risk citizens, such as children and the elderly, because the criminal record does not exist to preclude them from obtaining such clearance. Over the past several years, a number of Arizona agencies have conducted studies of missing criminal history and determined that there are thousands of convictions every year that are never recorded in ACCH. The root cause is that the subject is never fingerprinted on the presenting charges. Deployment of AZAFIS LiveScan machines to courthouses will allow for immediate action on a court ordered fingerprint by making the system available on-site at Superior Courts during normal court operating hours.

II. Project Investment Justification (

Yes No Is this document being provided for a Pre-PIJ / Assessment phase?

If Yes,

Identify any cost to be incurred during the Assessment phase.	\$
Based on research done to date, provide a high-level estimate or range of development costs anticipated for the full PIJ.	\$

Explain:

[Click here to enter text.](#)

Yes No Will a Request for Proposal (RFP) be issued as part of the Pre-PIJ or PIJ?

III. Business Case

A. **Business Problem***

Criminal history is used to enforce federal and state statutes and support justice business processes including employment background checks, prosecutor charging decisions, court bonding decisions and law enforcement investigations. The collection of a Type 01 Fingerprint through an AZAFIS LiveScan booking device is the only way to trigger the process of creating a criminal record. Upon receipt of a Type 01 Fingerprint, ACCH will either match the fingerprints to an existing identity record or create a new identity record if none exists. ACCH will then associate that identity record to a newly created arrest record that includes the charges applied by law enforcement. When justice practitioners check for criminal history, it queries this database for matching records. In recent years, the business process involving case initiation and adjudication has become significantly more complex. In large part, this is a consequence of prosecution and courts developing new adjudication approaches such as the Early Disposition Court (EDC) in an effort to reduce case backlog and ensure the right to a speedy trial. Likewise, a defendant may be summonsed into court through a grand jury – a process which often bypasses law enforcement and the fingerprinting process entirely. Because these complexities create a situation where a case might follow any of many different paths, we must build resiliency into the system by ensuring a defendant can be fingerprinted at any time during the period in which they are engaged with the criminal justice system. This project seeks to create

the means to realize this resiliency by placing fingerprint booking devices in eight of the biggest Arizona courthouses.

B. Proposed Business Solution*

Recognizing that many defendants were appearing with no criminal history, or did not have an arrest event associated with the presenting charges, in 2010 the Pinal County Early Disposition Court (EDC) implemented a program to use a full-time Deputy position to review the criminal records for every new case filed in the EDC. If the Deputy determines that the defendant has not been fingerprinted on the presenting charges, they are also responsible for capturing the Type 01 Fingerprint using LiveScan booking equipment co-located at the courthouse. Since inception of this program, over 1,000 criminal histories (which represents approximately 16% of their criminal cases) have been since created that would otherwise be missing from ACCH. The initiative proposed herein seeks to expand this highly-successful program to eight other Arizona Superior Courts.

Implementation of LiveScan booking machines in the courthouse represents a paradigm shift for many justice agencies by ensuring that multiple justice agencies take joint responsibility for ensuring that a criminal history is created. In the case of Pinal County, the courthouse provided the physical space and infrastructure while the local Sheriff provided the training, equipment and personnel.

The deployment of AZAFIS LiveScan booking devices within the courthouses to capture Type 01 Fingerprints will ultimately ensure that subjects appearing before the court have up-to-date criminal history. The proposed project envisions purchasing a LiveScan machine for use at the courthouse and a fingerprint operator for each of the eight Superior Courts with a minimum of 900 felony cases per year.

When LiveScan is implemented within a courthouse, we anticipate similar results as experienced in Pinal County. Based on the 46,981 felony cases in 2013, this this represents approximately 7,000 criminal histories will be captured through the courthouse booking machines every year.

C. Quantified Benefits*

- Service enhancement
- Increased revenue
- Cost reduction
- Problem avoidance
- Risk avoidance

Explain:

Risk Avoidance: Currently, the court must rely on the defendant and defense attorney to comply with the Mandatory Fingerprint Compliance order. All too often, they ignore this requirement and the mechanisms for conforming compliance to the court order are limited. Providing a mechanism to create criminal history from within the courthouse will allow for immediate action when the court issues an order for fingerprinting. The judge would remand the defendant and a bailiff would escort defendant directly from the courtroom to the AZAFIS Booking Machine for fingerprinting.

IV. Technology Approach

A. **Proposed Technology Solution***

Purchase eight LiveScan booking devices and ensure they are staffed by trained personnel during normal court business hours. LiveScan devices from Safran MorphoTrak are a state standard and have been deployed to a number of law enforcement agencies in Arizona.

B. **Technology Environment**

Currently, Arizona has over 160 LiveScan booking devices deployed in law enforcement agencies. The process for establishing connection to the Arizona AZAFIS system is well known and understood and the CJIS telecommunications necessary for transmission of the information is already in place.

C. **Selection Process**

Although the AZAFIS system is vendor neutral, SAFRAN Morpho is a well-known vendor in Arizona and has extensive experience with implementing the AZAFIS LiveScan Booking Machines.

Although booking systems from other vendors exist, because no other vendor has implemented the necessary interfaces into the Arizona infrastructure, the costs would be prohibitive and the increase in risk to the project substantial

V. Project Approach

A. **Project Schedule***

Project Start Date: 7/1/2015 **Project End Date:** 2/1/2016

B. **Project Milestones**

Major Milestones	Start Date	Finish Date
Issue PO to Purchase Seven SAFRAN LiveScan Machines	7/1/2015	7/31/2015
Receive Machines at Installation Site	10/1/2015	10/31/2015
Installation of LiveScan at Sites	11/1/2015	12/31/2015
Work with local court to hire Fingerprint Technicians for Operating LiveScan	7/1/2015	12/31/2015
Train Fingerprint Technicians	1/4/2016	1/31/2016
LiveScan GoLive	2/1/2016	2/1/2016

VI. Roles and Responsibilities

A. **Project Roles and Responsibilities**

The local Superior Court and local Sheriff will have primary responsibility for purchasing the LiveScan machine, and hire/manage the fingerprint technicians.

If the budget appropriation is made, the Arizona Criminal Justice Commission will provide participating courts with funding to purchase the Booking Machine and cover the salary of the fingerprint technicians.

B. Project Manager Certification

The Arizona Criminal Justice Commission would provide project management oversight for this initiative. Peter Henning, the ACJC IT manager, will provide project management oversight but intends to utilize a contractor from the Arizona approved vendors list to provide day-to-day project management.

- Project Management Professional (PMP) Certified
- State of Arizona Certified
- Project Management Certification not required

C. Full-Time Employee (FTE) Project Hours

Total Full-Time Employee Hours	300
Total Full-Time Employee Cost	\$ 14,062

VII. Risk Matrix, Areas of Impact, Itemized List, PIJ Financials

VIII. Project Approvals

A. Agency CIO Review*

Key Management Information	Yes	No
1. Is this project for a mission-critical application system?	X	
2. Is this project referenced in your agency's Strategic IT Plan?	X	
3. Is this project in compliance with all agency and State standards and policies for network, security, platform, software/application, and/or data/information as defined in http://aset.azdoa.gov/security/policies-standards-and-procedures , and applicable to this project? If NO , explain in detail in the "XI. Additional Information" section below.	X	
4. Will this project transmit, store, or process sensitive, confidential or Personally Identifiable Information (PII) data? If YES , in the "XI. Additional Information" section below, describe what security controls are being put in place to protect the data.	X	
5. Is this project in compliance with the Arizona Revised Statutes (A.R.S.) and GRRC rules?	X	
6. Is this project in compliance with the statewide policy regarding the accessibility to equipment and information technology for citizens with disabilities?	X	

B. Project Values*

The following table should be populated with summary information from other sections of the PIJ.

Description	Section	Number or Cost
Assessment Cost (if applicable for Pre-PIJ)	II. PIJ Type - Pre-PIJ Assessment Cost	\$0
Total Development Cost	VII. PIJ Financials tab	\$451,519
Total Project Cost	VII. PIJ Financials tab	\$451,519
FTE Hours	VI. Roles and Responsibilities	300

C. Agency Approvals*

Contact	Printed Name	Signature	Email and Phone
Project Manager:	Peter Henning		
Agency Information Security Officer:	Peter Henning		
Agency CIO:	Peter Henning		
Project Sponsor:	AZ Criminal Justice Commission		
Agency Director:	John A Blackburn Jr		

IX. Optional Attachments

A. *Vendor Quotes*

X. Glossary

XI. Additional Information

Security: AZAFIS Booking System contains criminal history information and as such, it complies with all FBI CJIS Security Requirements. Morpho will be responsible for ensuring that the system meets the necessary security requirements.

Links:

[ADOA-ASET Website](#)

[ADOA-ASET Project Investment Justification Information Templates and Contacts](#)

Email Addresses:

[Strategic Oversight](#)

ADOA-ASET_Webmaster@azdoa.gov

Excel Worksheet