



April 19, 2021

CISYNC, LLC
Eddie Lindsay
PO Box 14212
Merrillville, IN 46411
919-201-1924
eddie@cisync.com

Village of Oak Park, IL
C/O Chief LaDon Reynolds
Oak Park Police Department
123 Madison Street
Oak Park, Illinois 60302

CISYNC is a data analysis company specializing in public safety visualizations, data mining and blending. Our services focus on providing the command staff and management teams the tools they need to make informed decisions pertaining to staffing, crime and personnel activity. These tools are created from captured data within dispatching and records management systems.

CISYNC is pleased to present our proposal for your review. We have over 15 years of experience in the interworking of your current records management system, which enables us to assist you in leveraging the system and maximizing its capabilities. We have intricate knowledge in order to successfully develop custom reporting required for your department to make data driven decisions. CISYNC is knowledgeable in Illinois laws and regulations that governs public records and internal information for law enforcement agencies.

In totality, CISYNC brings to your organization 25 years of experience working with public safety applications, data modeling and reporting. Specifically, we have been engaged in direct application design, configuration and report building for public safety departments both large and small. We have studied the tender request and understand your project requirements. Our company has completed numerous government projects with great satisfaction across multiple departments.

As market leaders, CISYNC has extensive knowledge of the public safety data management market. We have developed reporting packages our clients utilize in their daily, monthly and annual reporting. We also provide internal/external web-based dashboards consisting of crime, service calls and activity. Additionally, we provide customized reporting based on your department's needs. Established in 2018, our footprint has grown over the last 4 years and would love to partner with the Oak Park Police Department.

We are submitting our proposal to provide consulting services, report development and analytical dashboards to your department on an annual basis, with the option to renew every 12 months. Please accept our proposal and if you have any questions, do not hesitate to contact me at eddie@CISYNC.com or at 708-844-7112.

Respectfully Submitted,

A handwritten signature in black ink that reads "Eddie Lindsay". The signature is fluid and cursive, with a long, sweeping underline.

Eddie Lindsay
Owner
CISYNC



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This constitutes a proposal tendered by CISYNC, LLC ("CISYNC") to create an interactive library of records management system reports customizable to the Oak Park Police Department's ("OPPD") needs and requirements.

I. Description of Supplies and Services

Professional Consulting Services

Consulting Services include the review current process and procedures. Implement and develop automation where possible.

- **Investigation Modules Review** – Approximately 12 hrs.
 - o Supplemental Report Process and Procedure Review (Desktop SOP included)
 - o Investigator Dashboard Process and Procedure Review (Desktop SOP included)
 - o Individual/Group Targeted Training
- **Records Management System Updates** - Approximately 24 hrs.
 - o System Configuration Review / Modifications
 - o Update Forms and Tables where needed
 - o UCR Code table review and update
- **Crime Analysts** – Approximately 4 hrs.
 - o Statistic Reporting
 - o Searching and Validating
 - o Individual/Group Targeted Training
- **Records Unit** - Approximately 12 hrs.
 - o Records Supervisor (Desktop SOP included) (8 hrs.)
 - o Individual/Group Targeted Training (4 hrs.)

Interactive Reports and Dashboards

	CISYNC Managed Services
Create Dashboards to Client Specifications	✓
Configure 24 Hour Refresh	✓
Manage Users Accounts	✓
Monitor Refresh Data daily	✓
Report Data Discrepancies Monthly	✓
Monthly Report Validation	✓
Comparative Monthly Report	✓
Dashboard and Report Updates	✓
Discounted Custom Report Development	✓
Basic Report Package includes: Summary Highlights, Incidents, Incident Map, Arrest, Field Contacts, Traffic Crashes	✓
Premium Report Package includes: Basic package plus, Incident Review, Citations, CAD Service Calls, CAD Engagements, Squad Activity, Officer Activity, Department Workload	✓

Support and Training:

	Unlimited Support
6 - Months Post Go Live Support	
Post Go Live Consulting Services @ \$120 Hr.	✓
Managed Subscription \$2,000 monthly	✓
4 - Hours Web Based Dashboard Training	✓
CISYNC Services - 60-Day Notice of Cancellation	✓

Subscription Service:

3 End User Licenses Included	✓
* Additional User Licenses available for purchase	✓

Additional Service outside of this SOW will require new Request for Proposal (RFP).

II. Pricing and Payment

	CISYNC Managed Services
Implementation Fees	\$5,000.00
Consulting Services	\$6,240.00
Basic Report Package	Included

Premium Report Package	Included
Total Upfront Costs	\$11,240.00
Monthly Fee, 30 days after implementation is complete	\$2,000.00

III. Term and Termination

- Upon acceptance of this proposal, CISYNC will commence with services immediately, with a projected completion of approximately 60 days from acceptance date.
- This proposal estimates that 150 hours will be committed to this project for OPPD
- All configuration and installations will be completed during off hours and weekends avoiding regular business hours of operation.
- A single project fee for work completed will be assessed. Within the objectives and parameters described above, CISYNC will commit to fulfill the objectives and meet the time goals with the availability of the OPPD's staff. CISYNC may request additional time for specific aspects of this project without any additional fees or charges.
- This agreement is valid for services provided annually from the date where both parties sign the agreement and renewable annually until termination.
- Either party may terminate this agreement for any reason with 60 days advance notice to the other party. Any outstanding fees will be prorated and due within 5 days of termination for work completed prior to termination.

IV. Standard Business Terms and Conditions

a. Payment Terms and Conditions

- Cost of CISYNC managed services is \$11,240.00 to be paid upon completion, which includes the first month's reports. Payment to be rendered 30 days after receipt; billing will be done monthly.
- Monthly managed Subscription Service fee of \$2000 to be rendered 30 days after receipt; billing will be done monthly.
- Payment should be mailed to: CISYNC, LLC - Eddie Lindsay P.O. Box 14212 Merrillville, IN 46411 or can accept electronic payments to CYSYNC through US Bank account number... 199378401830 and routing number... 071904779.
- Late Payment: Payments, including late payment charges, will be paid in accordance with the State Prompt Payment Act or Village of Oak Park rules when applicable. 30 ILCS 540; 74 Ill. Adm. Code 900. This shall be Vendor's sole remedy for late payments. Payment terms contained on Vendor's invoices shall have no force and effect.

b. Resource Commitments

CISYNC will provide Eddie Lindsay as project leader and principal consultant. Additional consultants may be brought into this project at no additional cost to the OPPD. Eddie Lindsay will be continually involved in all aspects of the project and serve as the sole point of contact with the department.

c. **Governing Law and Venue**

This Agreement is governed by the laws of the State of Illinois without regard to conflicts of law principals. Any action brought to enforce this Agreement must be brought in the state and/or federal courts located in Cook County, Illinois.

d. **Dispute Resolution**

The Village does not agree to the mandatory arbitration of any dispute. In the event any action is brought to enforce this Agreement or to collect any unpaid amount from the Village, each party hereto shall bear the responsibility of paying its own attorney's fees and costs.

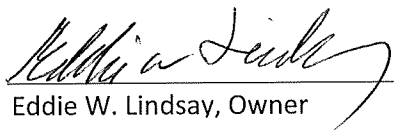
e. **Binding Authority**

The individuals executing this Agreement on behalf of the Parties represent that they have the legal power, right and actual authority to bind their respective party to the terms and conditions of this Agreement.

THE PARTIES TO THIS AGREEMENT by their signatures acknowledge they have read and understand this Agreement and intend to be bound by its terms.

CISYNC, LLC:


Oak Park Police Department:



Eddie W. Lindsay, Owner

Signature

Name and Title



Date

Date