BCA Vendor Conference

October 7, 2015
Agenda

- New BCA Superintendent
- MNJIS Structure & Future of MNJIS Products/Services
- Cloud Update
- Vendor Screening Process Update
- BCA 5050 Policy
- Purpose Codes for DL Access for CAD Users
- ASAP-IT & SITE Overview
- BCA InBox Web Service
- New Court Rules & eCharging Option
- Future of eCharging
BCA Superintendent
Drew Evans
MNJIS Organization and Product Profiles

Bill Pal-Freeman
MNJIS Deputy Director
MNJIS Business Profile

Dana Gotz
MNJIS Executive Director

Oded Galili
Product Management and Security

Julie LeTourneau
Lackner
Biometrics and Criminal History

Sherri Kaus
Biometrics

Gary Link
Training, Auditing, and UCR Program

Chuck Freeman
Systems Access & Security

Product Managers

Open Criminal History

Stacey Longmuir
Business Shared Services
MNJIS Product Profile

- Carla Duellman
  - Biometrics
  - Criminal History
  - 19 Products

- Gary Kalstabakken
  - Analytics
  - Criminal Justice Reporting
  - Data Services
  - 14 Products

- Jeff Schwiesow
  - Client Services
  - LEMS/DVS
  - LEMS Services
  - 21 Products

- Wade Setter
  - Biometrics
  - Client Services
  - Data Services
  - 8 Products

- Kent Therkelsen
  - eCharging
  - 7 Products
Questions?
Cloud Computing
Update

Oded Galili and Katie Engler
CJIS Security Policy

- Compliance required
- Information security
- Personnel screening
BCA Process

■ Application
■ Vetting for information security
■ Contract
■ Personnel screening
Current status

- No cloud provider is currently in compliance in Minnesota
- Several are in communication with BCA about achieving compliance
Questions?
Centralized Vendor & Employee Screening

Oded Galili & Katie Engler
BCA Central Repository

- Improve service to vendors & agencies

- BCA – centralized repository and clearinghouse

- Ensure vendors and employees meet FBI CJIS Security Policy requirements
  - Network security
  - Fingerprint background check and security awareness training
Benefits

- Vetting done once every five years – vendor & employees – for all agencies served

- Vendor done first

- One fee every five years for employees - $34.75

- Agencies verify vendor and employee clearance with BCA
Screening Process - 1

Process – all vendors must complete

- BCA initiates by sending company registration packet and directions
- Company submits all required items from registration packet
- All company data is treated as not public
- BCA verifies compliance, completed contract, informs company
Screening Process - 2

- Employee registration packet sent to company with directions
- Company informed about employees cleared and not cleared
- Cleared employees told how to complete SAT & certification
- Employees recertify every two years – BCA will notify
- Company notified when five year renewal is due
Project Status

- Began July 2015
- Continue normal business operations
- Larger customer base & new vendors in MN first
- Large project – 100 vendors; patience please
- 23 vendors contacted
  - 2 completed, 21 in various stages of process

Contact Information

- BCACJISSATScreening@state.mn.us
Questions?
BCA Policy 5050

Katie Engler
Effective October 1, 2015

- Clarification of CJIS Security Policy compliance
- Software as a Service requirements
- Separate implementation of cloud computing solution for criminal justice information
Questions?
CAD Requirements for Driver’s License Images

Jeff Schwiesow
Product Manager
Obtaining DL Images in CAD

- Feb 2014 – Require Purpose Code & Reason
  - DVS Access via MyBCA & Portals
  - Increase integrity of data use and provide user reference

- Require for CAD/mobile environment – last step
  - Purpose Code required
  - Reason required except for Traffic Investigation
  - Traffic Investigation will be default

- Deadline To Be Determined
  - Plan into enhancements

- BCA Can Accept Submissions Now
Questions?
Contracts Update

Maureen Janke
MNJIS Contracts Manager
Agenda

- Contracting within the State of MN
- Programs MNJIS uses most
- Things to think about to build your business
- Common problems
- Resources for digging in a little deeper
Contracting Options

- What needs to be done
- How long will the work/project last
- What is the general expected cost
Options (cont.)

- Can the work be done by:
  - Another governmental agency
  - Only one company
  - A variety of companies
- If the work is IT focused:
  - Contract will run through MN.IT Services
  - What program fits best
MN.IT Master Contract Programs

**ASAP-IT** – Accelerated Staff Augmentation Program for IT
- Program Term: Aug. 1, 2013 – July 31, 2018
- Eleven categories rather than eight
- Limited to one year
- ER up to $100,000
- Or CFR required for over $100,000

**SITE** – Seeking IT Expertise
- Program Term: April 16, 2014 – April 15, 2019
- Can be used for work up to $2,000,000
- 29 categories
- Can be for more than one year if deliverables project
- Open application
Vendors Must be Registered

- Registration as a vendor can be made via the state’s Supplier Portal. SWIFT

  https://supplier.swift.state.mn.us/spf/fmssupap/SUPPLIER/ERP/h/?tab=SUP_GUEST
Position Yourself

- Make certain your company is registered in SWIFT
- Small business if it applies
- Submit your affirmative action plan – verify it remains current
- Review your site categories
  - SITE RFP
  - MNIT.SITE@state.mn.us
Common Errors on Submissions

- Didn’t respond to all requirements
- Did not sign all documents properly
- Failed to read the solicitation
- Affirmative Action Certification expired
- Pricing exceeded maximum allowed
- Missed the deadline
Supplier Portal

Login

Login here as an existing User.

User ID:  

Password:  

Sign In

Vendor Registration Link

Click here to register as a vendor with the State of Minnesota or locate your User ID if you are already a Vendor with the State of Minnesota.

Create a new User ID

Click here to create a new User ID. You must be a registered vendor to add a new User ID.

Instructions for Requesting a User ID to Access the Supplier Portal

Click here to open instructions for requesting a User ID to the Supplier Portal.

Forgot my password

Click here to reset your password.

Vendor Training Guides - Interactive Version

Click here to open the interactive training guides.

Instructions for Training Guides - Interactive Version

Click here to open the instructions for the interactive training guides.

Vendor Training Guides - Text Version

Click here to open the text version compatible training guides.

Instructions for Enabling Accessibility Mode

Click here to open the instructions for enabling accessibility modes in Supplier Portal.

Vendor Information

Vendor Resources

MMID Forms, EFT Bank Forms, Substitute W-9

Contact Materials Management Division (MMID):

Selling Goods & Services to State Agencies

MMID Official Solicitations Announcements

MN Secretary of State (SOS), MN Business Registration

MN Department of Revenue (DOF)

MN Department of Human Services MLITS

MN Department of Commerce Unclaimed Property

Supplier Portal Announcements

MMID Vendor Help Desk: Issues regarding Log-on and Passwords; questions regarding solicitation (solicitations), bids, proposals or vendor registration should be directed to the Dept. of Administration 651-201-8100, Option 1, Option 1.

EXPLORED PASSWORD: If your password is expired, DO NOT use the I Forgot My Password Change Password link. If you do not have a User ID, click the Create a New User ID link as required information.

VENDORS INTERESTED IN LEARNING HOW TO NAVIGATE OUR SUPPLIER PORTAL are invited to attend a presentation on Friday, September 18, 2015 from 8:30 to 11:30 a.m. at Centennial Office Building, Slipper Room, 658 Cedar St, St. Paul, MN 55101.

Learn how to: Access the Supplier Portal, Create a User ID, Find Bid Events, Place a Bid, Tabulation Results, Review Vendor Payments & Maintain Supplier Information.

PRE-REGISTRATION IS REQUIRED. TO REGISTER, Contact Tina Skala at 651.201.8191 or tina.skala@state.mn.us with your Company Name, Phone Number, Address, Cell Number & Email.

NOTE: The first 25 vendors to register will be admitted to each session. Additional sessions will be scheduled based on the number of registrations received.

If you cannot view attachments, turn off your Pop-Up Blocker.

Safari or Internet Explorer browsers may have problems when registering or viewing documents in the Supplier Portal. Please clear your browser cache and/or use a different browser.

Events

YOU MUST BE REGISTERED as a vendor to participate in these events or to receive notice of any addenda issued.

Solicitations

NOTICE - This is not the official announcements page. Not all solicitations are posted here. Click here for a current listing of solicitation announcements.

Sell Events

Events
Small Business Preferences

Targeted Groups (TG)
- Must be certified, eligible, and approved for the specific products and services
  - Up to 6% preference
- Economically Disadvantaged (ED)
  - Up to 6% preference
- Veteran Owned (VO)
  - Up to 6% preference
Small Business Program

Targeted Groups (TG)

- Small businesses owned, operated and controlled by the following groups:

- Minorities
  - (A) Asian
  - (I) American Indian
  - (B) African American
  - (E) Alaska Native
  - (H) Hispanic
  - (D) Disabled
  - (W) Women
  - Disabled (D)
Questions for these programs?

http://mn.gov/mnit/vendors/vendor-contact.jsp
Resources

- Contact the Department of Administration/Materials Management Division (MMD) to learn what is needed to obtain a state contract.
- Email: mmdhelp.line@state.mn.us
- Phone: (651) 296-2600
Resources (cont.)

- Contact the BUY.IT team to learn what products and services are now a part of the BUY.IT program and how to present new products or services for consideration.
- Email: vendors.BUY.IT@state.mn.us
- Phone: (651) 201-1188
Questions?
Thank you!

For More Information:
Maureen Janke
Maureen.janke@state.mn.us
bcadps.mn.gov
Break
Agenda

- eCharging deployment status
- BCA In-Box sunset
- Court rules impacting eCharging
- What’s next
eCharging Deployment Status

2012

2015
Growth of eCharging

Total eCharging Documents Processed by Year

- 2009: 1,422
- 2010: 25,133
- 2011: 114,130
- 2012: 267,644
- 2013: 400,403
- 2014: 490,697
In-Box Sunset

- March 1, 2016 – Can move anytime
- eCharging and CIBRS
- Submission header will require agency System ID and Password for each ORI
- Vendors may request credentials for all agencies in single request
Court Rule Changes

- Adopted in April 2015
  - Adult Criminal Complaints – July 1, 2016*
  - Adult Court Citations – July 1, 2016
  - Juvenile Charging Documents – When technology available
  - Electronic Search Warrants- When technology available
  - Law enforcement complaint signing changes
What’s Next?

- DWI Processing Service
  - Phase I: RMS to eCharging
  - Phase II: eCharging to RMS
- Electronic Search Warrants
- Juvenile Charging Documents
Questions?
Thank you!

For More Information:
Kent Therkelsen
kent.therkelsen@state.mn.us
bca.dps.mn.gov
Questions?
Mark your calendars!

- Next BCA Vendor Conference
  Wednesday, April 13, 2016
  9 a.m. – 11:30 a.m.
  BCA – St. Paul
Thank you!

For More Information:

Jill.oliveira@state.mn.us

bcadps.mn.gov