

Memorandum of Understanding (MOU)

GACP & Smyrna Police Department

Crash Data Reporting System

Project ID: GA- 2016-000-00372 (Grant #)

\$20,000 Grant

Recipient Department: Smyrna Police Department

Date: June 6, 2016

Purpose: To facilitate the electronic reporting of crash data by municipal, county and university law enforcement agencies to the Georgia Department of Transportation (GDOT) through Appriss, Inc.

Terms:

1. Recipient department does not have mobile data units or the mobile units are over three (3) years old in their patrol vehicles for recording and reporting crash data electronically.
2. Recipient department must obtain and maintain Internet service and a valid email address for 36 months from the date of receipt. Any cost associated with this service is the responsibility of the recipient department. In addition, recipient department is required to notify the Georgia Association of Chiefs of Police (GACP) of receipt of Internet service and provide the email address by sending an email to operations@gachiefs.com. Should changes occur in the department's Internet service or with the department's email address, the recipient department shall notify GACP within 7 days.
3. Recipient department is responsible for the cost of air cards when and if needed.
4. Recipient department is responsible for the cost of access to the GCIC network (LIMS), when needed.
5. Recipient department agrees to submit crash data electronically to GDOT (via Georgia Electronic Accident Reporting System - GEARS) through Appriss, Inc. in a timely manner and to inform parties involved in a crash of the ability to purchase crash reports online at www.buycrash.com
6. Recipient department agrees to contact Appriss, Inc. to sign the **Georgia Law Enforcement Agency Crash Report Reimbursement Agreement** related to GEARS.

Click on the link below to view the agreement: http://gachiefs.com/DeptResrcs_BuyCrashOPS.html

Recipient departments should sign and return the GEARS Reimbursement Agreement to Appriss, Inc. For more details, call toll free at 866-495-4206 or 317-215-8300 or email pimsupport@appriss.com

7. Equipment provided is to be used solely for law enforcement purposes. Equipment cannot be transferred or otherwise re-assigned for non-law enforcement use. Equipment provided is the property of the Smyrna Police Department and not the property of the Police Chief/designee. The equipment is to be installed in marked police vehicle(s) that are used for routine traffic enforcement and/or patrol.

8. Recipient department is responsible for maintaining equipment in good working order and shall not make any modification, alteration, or other changes to the equipment that would or could potentially void the

warranty from the vendor for the equipment. (NOTE: Appropriate software packages are provided free for the purposes of this grant.)

9. Recipient departments agree to participate in programs and activities of their designated GOHS Traffic Enforcement Network, report enforcement data in a timely manner, provide updates and allow for equipment inspections as determined by the GACP and/or GOHS, by them or designated agents.

10. Equipment purchased by the recipient department must be of ruggedized construction and meet or exceed the following specifications:

O/S Requirements:

- Windows 7 or above
- Memory Requirements:
 - 256 MB RAM minimum, 512 RAM recommended
- Storage Requirements:
 - 600 – 2 GB Storage, depending on above components selected

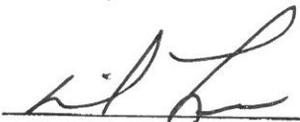
Neither the GACP nor the GOHS are responsible for the repair or replacement of issued equipment: instead, the county, municipal or college police department (recipient department) is responsible for all repairs or replacement.

11. The terms of this agreement are valid for thirty-six (36) months from the date received.

12. Should the Smyrna Police Department wish to cancel this agreement prior to the end of the thirty-six (36) months, the agency will refund GACP the entire grant award of \$20,000.

13. Recipient department's CEO, or designee, is responsible for providing GACP, via fax or email, with confirmation that the equipment has been delivered and installed within the timeframe specified. Any violation of these terms, or if it is determined that the equipment is not being used for the purposes intended, will result in the department forfeiting the equipment and being held responsible for any damages.

By signing below, you acknowledge that you are the recipient department's CEO and have read, understood and agree to abide by the terms of this agreement.

Signature:  Date: 7/15/10

Printed Name/Title: David Lee, Police Chief of Smyrna Police Dept.



Georgia Law Enforcement Agency Crash Report Reimbursement Agreement

In August 2009, the Georgia Department of Transportation authorized Open Portal Solutions (OPS), a division of Appriss Inc., to reimburse local Georgia law enforcement agencies a portion of the amount from crash report sales made by OPS on behalf of the department. Law enforcement agencies executing this agreement will receive up to \$5.00 per report on individual crash reports sold which they author and submit to the Georgia Department of Transportation. Reimbursements apply to reports sold via www.buycrash.com

This Agreement is made and entered as of this _____ day of _____, 20____, by and between Appriss, Inc., and _____ . Both parties agree to all commitments and services as detailed in this document.

Appriss software and services provided to you at *zero cost*:

- A secure website www.buycrash.com where citizens, insurance companies, and other involved or interested parties have the convenience option to purchase official crash report copies.
- A web portal www.gearsportal.com where your agency can search for and view historical crash report images, analyze, map, and perform complex queries on the crashes you investigate. Appriss provides training and support for your staff at no cost.
- A reimbursement of up to \$5.00 per report for each crash report sold via www.buycrash.com. Reports electronically submitted to GDOT=\$5.00. Reports scanned and FTP transmitted=\$3.00. Reports completed on paper and mailed to GDOT=\$2.00.
- Reimbursements are paid on a monthly basis via ACH direct deposit to the agency's designated bank account or by check mailed to your agency.
- E-mailed monthly auditing reports which detail each report sold and revenue earned.
- www.buycrash.com tear sheets used by the officer at the crash scene to provide simple information on the convenience option of obtaining a crash report online. **The cards save time, effort, and money for your officers and records staff.**
- As the contracted crash records fulfillment vendor for the GDOT and pursuant to that agreement, Appriss complies with all current Georgia statutes in regard to the disclosure of crash reports and information.

Agency requirements for reimbursement:

- Your agency agrees to submit your reports timely to GDOT. Timely is defined as within 24 hours of the report being made available at your agency for access/purchase by the public.
- Your agency agrees to provide parties at the crash scene with www.buycrash.com tear sheets or another document such as an information exchange form conveying to crash parties the buycrash.com convenience option.
- Your agency agrees to include on its official website (if provided) the www.buycrash.com logo and hyperlink provided by Appriss. The logo and link will at a minimum be available in all locations describing the options for obtaining a copy of the agencies crash reports.
- Your agency agrees to offer its crash reports for sale online only through www.buycrash.com.

Report Transmission Method	Distributed Amount per report sold
Timely submission of reports to the state utilizing the GEARS software or the GDOT supported electronic reporting interface.	\$5.00
Timely submission of paper reports to the state utilizing a local scanner and Licensee's internet connection.	\$3.00
Timely mailing of paper reports to GDOT.	\$2.00

Agency: _____

Appriss, Inc.

Address: _____

15 Industrial Drive

Martinsville, IN 46151

By: _____

Title: _____

Date: _____

Email Address: _____

Number of Officers: _____

Please call 866-495-4206 or e-mail pimmsupport@appriss.com with any questions.