

ORIGINAL

REQUEST FOR PROPOSAL

Crash Reporting & e-Citation System Modernization

RFP CRFP 0803 DOT2600000002

Technical Response

Due: March 16, 2026 @ 1:30pm EST/12:30pm CST

Submitted To:

***WV Dept. of Administration
Purchasing Division***

2019 Washington Street
East Charleston, WV 25305

Phone 304.558.2566

Fax 304.558.3970

John Estep

john.w.estep@wv.gov

Submitted By:

***Affinity Global
Solutions***

812 Burlington Dr, Ste 300
Bismarck, ND 58504

Phone 701.223.3565

Fax 701.223.3659

Melissa Casteel

melissac@affinitygs.com



Department of Administration
 Purchasing Division
 2019 Washington Street East
 Post Office Box 50130
 Charleston, WV 25305-0130

State of West Virginia
 Centralized Request for Proposals
 Info Technology

Proc Folder: 1883460		Reason for Modification:	
Doc Description: Crash Reporting and e-Citation System Modernization		ADDENDUM NO_3 Attach New Data Security Addendum Bid Opening Moves to 03/16/2026	
Proc Type: Central Master Agreement			
Date Issued	Solicitation Closes	Solicitation No	Version
2026-03-09	2026-03-16 13:30	CRFP 0803 DOT2600000002	4

BID RECEIVING LOCATION

BID CLERK
 DEPARTMENT OF ADMINISTRATION
 PURCHASING DIVISION
 2019 WASHINGTON ST E
 CHARLESTON WV 25305
 US

VENDOR

Vendor Customer Code:
Vendor Name: Affinity Global Solutions, LLC
Address: 812 Suite 300
Street: Burlington Drive
City: Bismarck
State: ND **Country:** USA **Zip:** 58504
Principal Contact: Melissa Casteel
Vendor Contact Phone: 701-223-3565 **Extension:** 23

FOR INFORMATION CONTACT THE BUYER

John W Estep
 304-558-2566
 john.w.estep@wv.gov

Vendor Signature X *Melina Casteel* **FEIN#** 50-0008120 **DATE** 3-12-2026

All offers subject to all terms and conditions contained in this solicitation

ORIGINAL

REQUEST FOR PROPOSAL

Crash Reporting & e-Citation System Modernization

RFP CRFP 0803 DOT2600000002

Technical Response

Due: March 16, 2026 @ 1:30pm EST/12:30pm CST

RECEIVED
2025 MAR -9 AM 10:32
WV PURCHASING
DIVISION

Submitted To:

***WV Dept. of Administration
Purchasing Division***

2019 Washington Street
East Charleston, WV 25305

Phone 304.558.2566

Fax 304.558.3970

John Estep

john.westep@wv.gov

Submitted By:

***Affinity Global
Solutions***

812 Burlington Dr, Ste 300
Bismarck, ND 58504

Phone 701.223.3565

Fax 701.223.3659

Melissa Casteel

melissac@affinitygs.com



Table of Contents

1. Cover Letter (RFP Section 5.3.6.2.1).....	5
2. Signature Forms	7
2.1. Designated Contact	7
2.2. Requirements Understanding	8
2.3. Addendum Acknowledgement	9
3. Executive Summary (RFP Section 5.3.6.2.2).....	10
4. Proposed Solution (RFP Section 5.3.6.2.3).....	12
4.1. Product Overview.....	13
4.2. Product Licensing Model	14
4.3. General Architecture and Functionality	14
4.3.1. Application Architecture.....	14
4.3.2. Application Functionality.....	15
4.3.3. Design Toolkit	19
4.3.4. Reporting	19
4.3.5. Concurrency	21
4.3.6. Automation	22
4.3.7. Security and Compliance	22
4.3.8. Availability & Reliability	24
4.4. User Authentication and Access Control	24
4.5. Data Validation	25
4.6. Data Integration	26
4.7. Data Migration	27
4.8. Testing	28
4.8.1. Quality Assurance.....	28
4.8.2. Testing Overview.....	28
4.8.3. Performance and Load Testing.....	29
4.8.4. System Test & Regression Testing.....	29
4.8.5. Integration Testing.....	30
4.8.6. Security Testing	30
4.8.7. User Acceptance Testing.....	31
4.8.8. Defects	31
4.8.9. Cutover.....	31



4.9.	Audit and Monitoring	31
4.10.	Maintenance and Support	32
4.11.	Product Roadmap	33
5.	Solution Requirements (RFP Section 5.3.6.2.4 and 5.3.6.3)	34
6.	Cloud Operating Environment/Cloud Hosting (RFP Section 5.3.6.2.5).....	35
7.	Implementation Approach (RFP Section 5.3.6.2.6).....	37
8.	Project Staffing (RFP Section 5.3.6.2.7)	41
8.1.	Staff Expertise	41
8.2.	Vendor Experience	42
8.3.	Project Team.....	43
9.	Project Management (RFP Section 5.3.6.2.8)	45
9.1.	Project Initialization	46
9.2.	Steering Committee	46
9.3.	Project Team Meetings	46
9.4.	Weekly Status Reports	47
9.5.	Project Schedule	47
9.6.	Risk Analysis	48
9.7.	Risk Mitigation	48
9.8.	Change Management	49
10.	Training (RFP Section 5.3.6.2.9)	50
10.1.	Administrative Training	50
10.2.	Core Team Training.....	51
10.3.	UAT Training.....	51
10.4.	Train-the-trainer Training.....	51
10.5.	End User Training	51
11.	References (RFP Section 5.3.6.2.10).....	52
11.1.	SD DPS Office of Highway Safety/Accident Records	52
11.2.	ND DOT Highway Safety Division	53
11.3.	ND DOT Highway Safety Division	54
11.4.	KS DOT, Transportation Safety Data Section	55
12.	Cost Proposal (RFP Section 5.3.7)	56
App A.	AGS Capability Statement	57
App B.	DCT/LT Brochure.....	59



App C. Solution Requirements Matrix.....	64
App D. Project Plan.....	205
App E. Staff Resumes	211



1. Cover Letter (RFP Section 5.3.6.2.1)

Mr. John Estep, Purchasing Division
West Virginia Department of Administration
2019 Washington Street
East Charleston, WV 25305

March 10, 2026

Dear Mr. Estep,

Affinity Global Solutions, LLC (AGS) proudly submits its response (due March 16, 2026, at 1:30pm EST) to the West Virginia Department of Transportation for **RFP CRFP 0803 DOT2600000002 – Crash Reporting and e-Citation System Modernization**.

AGS was incorporated in North Dakota in 1995 as Legacy Solutions, Inc. In 2001, Legacy Solutions, Inc. began doing business as Affinity Global Solutions. In 2006, Trish and Brent Levinson (President and Vice President of Affinity Global Solutions, LLC) purchased Affinity Global Solutions. The company then operated as Levinson Enterprises, Inc. doing business as Affinity Global Solutions. In 2021, Levinson Enterprises, Inc. (dba Affinity Global Solutions) undertook a merger with Kepler U.S. Holdings, L.P. to become Affinity Global Solutions, LLC. Levinson Enterprises principals, Trish and Brent Levinson, continue to be owners of Affinity Global Solutions, LLC. Trish, who has been with the company since 1996, serves as President, and Brent, who has been with the company since 2000, as Vice President of Systems Development. Under their leadership, AGS has brought its clients innovative data solutions, offering them a mix of software as a service (SaaS) and on-premise implementations.

In 1995, AGS provided a groundbreaking solution with integrated budget data collection, analysis, and publication generation. In 2004, these solutions were migrated to be entirely browser accessible, making AGS one of the earliest providers of web-based electronic transaction and reporting governmental systems. Over the last 30 years, AGS has designed, developed, implemented, hosted, and provided end-user support for and training on data collection, analysis, and publication generation for law enforcement, metrology, central billing, operating budgets, capital budgets, position detail/payroll, and many other tailored feeder configurations unique to various public sector entities. We focus on providing superior support to existing customers, while incrementally adding new business. Our solutions encompass Statewide crash and citation reporting and analysis; Statewide metrology inspections; and Statewide budget preparation, execution, monitoring and publication generation for seven states, including related Legislative bill tracking, committee reporting, and Appropriation Act generation.



AGS has a solid, trustworthy reputation. We are proud to be a vendor with 30 years of experience in the production and implementation of public sector systems. As a small company, we provide expedited and cost-effective services that large competitors cannot. Despite our small size, we surpass our competitors in sector focused/dedicated staff count and years of sector experience, both corporately and in staffing. AGS' Capability Statement is included in Appendix A.

AGS is located in Bismarck, North Dakota, residing in the 23,000 square foot Levinson Technology & Business Center. Our dedicated staff of 17 (one president, two vice-presidents, and 14 technical staff members) are experts in infrastructure, project management, solution design, security, documentation, development, testing, and training to provide ongoing support, hosting, R&D end-to-end application provisioning. Employee longevity ranges from 3 years to 30 years with an overall average of 13 years of service. AGS is well known for its commitment to customer service, ability to meet deadlines, and having sector-savvy professional software development staff who excel under pressure.

AGS is fully prepared to address the need for a new vendor hosted/managed, modernized crash reporting and e-citation system for the West Virginia Department of Transportation (WVDOT). Our response describes the service model we are offering and aims to give WVDOT a concise yet comprehensive overview of AGS' strategic, technically-proven, and user-centered solutions, which ensure practical, intuitive workflow. We are confident our solution will exceed expectations, simplify routine tasks, and achieve federal compliance, allowing users to focus on broader views, services, and processes.

We look forward to discussing how AGS can build upon WVDOT's policies and workflow to promote growth and efficiency.

Sincerely,

Melissa Casteel
VP Operations & Business Development
Affinity Global Solutions
melissac@affinitygs.com
701.223.3565 ext. 23



2. Signature Forms

2.1. Designated Contact

DESIGNATED CONTACT: Vendor appoints the individual identified in this Section as the Contract Administrator and the initial point of contact for matters relating to this Contract.

(Printed Name and Title) Melissa Casteel, VP Operations & Business Development

(Address) 812 Burlington Drive, Suite 300 Bismarck, ND 58504

(Phone Number) / (Fax Number) 701-223-3565 ext 23 / 701-223-3659

(email address) melissac@affinitygs.com

CERTIFICATION AND SIGNATURE: By signing below, or submitting documentation through wvOASIS, I certify that: I have reviewed this Solicitation/Contract in its entirety; that I understand the requirements, terms and conditions, and other information contained herein; that this bid, offer or proposal constitutes an offer to the State that cannot be unilaterally withdrawn; that the product or service proposed meets the mandatory requirements contained in the Solicitation/Contract for that product or service, unless otherwise stated herein; that the Vendor accepts the terms and conditions contained in the Solicitation, unless otherwise stated herein; that I am submitting this bid, offer or proposal for review and consideration; that this bid or offer was made without prior understanding, agreement, or connection with any entity submitting a bid or offer for the same material, supplies, equipment or services; that this bid or offer is in all respects fair and without collusion or fraud; that this Contract is accepted or entered into without any prior understanding, agreement, or connection to any other entity that could be considered a violation of law; that I am authorized by the Vendor to execute and submit this bid, offer, or proposal, or any documents related thereto on Vendor's behalf; that I am authorized to bind the vendor in a contractual relationship; and that to the best of my knowledge, the vendor has properly registered with any State agency that may require registration.

By signing below, I further certify that I understand this Contract is subject to the provisions of West Virginia Code § 5A-3-62, which automatically voids certain contract clauses that violate State law; and that pursuant to W. Va. Code 5A-3-63, the entity entering into this contract is prohibited from engaging in a boycott against Israel.

Affinity Global Solutions
(Company) *Melissa Casteel*

(Signature of Authorized Representative)

Melissa Casteel, VP Operations & Business Development / 3-10-2026

(Printed Name and Title of Authorized Representative) (Date)

701-223-3565 ext 23 / 701-223-3659

(Phone Number) (Fax Number)

melissac@affinitygs.com

(Email Address)



2.2. Requirements Understanding

REQUEST FOR PROPOSAL

West Virginia Department of Transportation CRFP DOT2600000002

of clarification to assure full understanding of, and responsiveness to, the solicitation requirements. Vendors will be accorded fair and equal treatment with respect to any opportunity for discussion and revision of proposals, and revisions may be permitted after submissions and prior to award for the purpose of obtaining best and final offers. In conducting discussions, there will be no disclosure of any information derived from proposals submitted by competing bidders.

The Vendor's BAFO response, if requested, will include submission of revised technical and cost proposals. If BAFOs are requested by the State and submitted by the Vendor, they will be evaluated and scored, using the evaluation criteria in Section 6.2. Please note that the Agency reserves the right to award a contract based on the initial proposals received. Therefore, the Vendor should ensure their initial proposal provides the State the best terms from a price and technical standpoint.

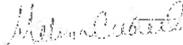
- 6.9. Availability of Information:** Proposal submissions become public and are available for review immediately after opening pursuant to West Virginia Code §5A-3-11(h). All other information associated with the RFP, including but not limited to, technical scores and reasons for disqualification, will not be available until after the contract has been awarded pursuant to West Virginia Code of State Rules §148-1-6.3.d.

By signing below, I certify that I have reviewed this Request for Proposal in its entirety; understand the requirements, terms and conditions, and other information contained herein; that I am submitting this proposal for review and consideration; that I am authorized by the bidder to execute this bid or any documents related thereto on bidder's behalf; that I am authorized to bind the bidder in a contractual relationship; and that, to the best of my knowledge, the bidder has properly registered with any State agency that may require registration.

Affinity Global Solutions
(Company)

Melissa Casteel, VP Operations & Business Development
(Representative Name, Title)

701-223-3565 ext 23 / 701-223-3659
(Contact Phone/Fax Number)


(Date) 3/10/2026



2.3. Addendum Acknowledgement

ADDENDUM ACKNOWLEDGEMENT FORM
SOLICITATION NO.: CRFP DOT2600000002

Instructions: Please acknowledge receipt of all addenda issued with this solicitation by completing this addendum acknowledgment form. Check the box next to each addendum received and sign below. Failure to acknowledge the addenda may result in bid disqualification.

Acknowledgment: I hereby acknowledge receipt of the following addenda and have made the necessary revisions to my proposal, plans and/or specification, etc.

Addendum Numbers Received:
(Check the box next to each addendum received)

<input checked="" type="checkbox"/> Addendum No. 1	<input type="checkbox"/> Addendum No. 6
<input checked="" type="checkbox"/> Addendum No. 2	<input type="checkbox"/> Addendum No. 7
<input checked="" type="checkbox"/> Addendum No. 3	<input type="checkbox"/> Addendum No. 8
<input type="checkbox"/> Addendum No. 4	<input type="checkbox"/> Addendum No. 9
<input type="checkbox"/> Addendum No. 5	<input type="checkbox"/> Addendum No. 10

I understand that failure to confirm the receipt of the addenda may be cause for rejection of this bid. I further understand that that any verbal representation made or assumed to be made during any oral discussion held between Vendor's representatives and any state personnel is not binding. Only the information issued in writing and added to the specifications by an official addendum is binding.

Affinity Global Solutions

Company

Authorized Signature

3/10/2026

Date

NOTE: This addendum acknowledgement should be submitted with the bid to expedite document processing.



3. Executive Summary (RFP Section 5.3.6.2.2)

Affinity Global Solutions (AGS) is a Bismarck, North Dakota (ND)-based software development company that specializes in providing public sector software solutions. The foundation for these solutions is the AGS DCT/LT (Data Collection Tool/Location Tool) product. This solution is provided through AGS' end-to-end implementation services by our expert staff covering: consulting, project management, analysis, design, development, testing, infrastructure, hosting, training and ongoing support. We are savvy in working with a variety of project stakeholders from department staff, management, and end users to procurement and central information technology.

AGS has provided public sector software solutions of similar and higher complexity to this project to more than a dozen States over the last 30 years. Specifically, AGS has developed, implemented, trained, hosted, and provided end-user support for the data collection of electronic crash reports, electronic citations, and other reports such as DUI, report notice, traffic ticket/warning, insurance exchange, and animal crashes in North Dakota (ND) and South Dakota (SD), with a further implementation currently in progress in Kansas (KS). AGS has worked with ND Department of Transportation (DOT) since 2003, SD Department of Public Safety (DPS) since 2007, and KS DOT since 2022 on statewide crash reporting and citation systems. AGS hosts all three State crash reporting systems and directly supports some 5,000 users at over 235 agencies including State Patrol and tribal police. When the KS crash data collection solution goes live in Spring of 2026, it will grow our hosted user base from a current 5,000 users to over 7,000 end users through 2026.

Through these projects, AGS has taken both North Dakota and South Dakota from zero percent electronic reporting to nearly 100% electronic crash reporting using AGS provisioned systems.

Our crash reporting work not only includes central data collection and distribution to other systems, but it also includes support of field data collection software, training and end-user support. Various data sets are encrypted and provided to other State systems like Driver License, Courts, local Police and Sheriff's RMS systems, Insurance Companies, CarFax, and Experian; we also host South Dakota and North Dakota's public access portal for official crash report purchasing. Integrated with these systems are diagramming and geolocating of crashes and pin/heat mapping of crashes.

AGS has specialized experienced working with both state and federal partners to comply with federal reporting requirements, including extensive data validation and detailed file submission requirements. Examples include: ensuring ND and SD State crash reporting conforms to federal Model Minimum Uniform Crash Criteria (MMUCC) validation standards for reporting and National Highway Safety Administration (NHTSA) data submission, and working directly with the Federal Motor Carrier Safety Administration (FMCSA) and the



National Institute for Safety Research, Inc. (NISR) to create an export from ND's Electronic Crash Reporting System for submission to the federal SafeSpect portal.

AGS differentiates our solution delivery by providing a tailored DCT/LT configuration that matches individual state workflow and operational needs. The result is an application shaped specifically to match the State's business process. Competitors provide a standard product with restricted flexibility requiring the State to conform to the vendor's application. Through DCT/LT hosting, delivery turnaround is improved as all matters related to the system's software and supporting infrastructure are provided and managed by one entity (AGS). Further, AGS is staffed to provide end-to-end application provisioning and has a full complement of project management, consulting, subject matter expertise, development, server/networking, training, and end-user support staff. The AGS staff who currently support the electronic crash reporting systems, Location Tool, and e-commerce solution for the States of ND, SD, and KS have over 100 years' combined experience working with electronic crash data systems and traffic safety programs.

AGS is offering a crash data collection, e-citation, and analysis and reporting solution based on our DCT/LT product. DCT/LT is specifically designed to rapidly facilitate configurations of work flow, data collection, processing, integration, reporting and analysis, and interfacing between systems. DCT/LT has a proven foundational model for: security, historical data versioning, workflow, user interface, business rules, user help tools/documentation, geo-locating, reporting & ad hoc dashboard querying, and audit trail. This means that DCT/LT is both a COTS product and a development toolset. AGS as developer of DCT/LT has the ability to rapidly build out robust solutions with the toolset, but also, when necessary, enhance it to meet any application requirement. Beyond our abilities to tailor DCT/LT to meet WVDOT's specific needs, AGS also offers expertise and proven DCT/LT configurations for crash data processing and e-citations as provided to several other States.

DCT/LT includes capabilities that allow it to grow with any future needs; tile work flow, ad hoc query/dashboard, integrated GIS, report and publication generation, rich text support, standalone client application, and remote query API all address the base enterprise license offered in this response.

Further, AGS invests heavily in product R&D to continuously update the systems we provide. This is done while maintaining our ability to have an entirely integrated solution and an unlimited enterprise license model. AGS is well known for its commitment to customer service, ability to meet deadlines, and having sector-savvy professional software development staff that excel at crunch time. As a small company, we provide expedited and cost-effective services that large competitors cannot. Despite our small size we exceed our competitors in sector focused/dedicated staff count and years of sector experience, both corporately and in staffing.



4. Proposed Solution (RFP Section 5.3.6.2.3)

Provide a detailed narrative description of the Vendor's proposed solution which describes how the Vendor's proposed solution addresses the requirements of WVDOT as outlined in this RFP. Utilize screen shots and other visuals as appropriate. This narrative should include the following:

- A summary of the current published product roadmap for each component of the proposed software solution outlining planned and announced features, functions, releases as well as product sunset plans;
- Explain the proposed product maintenance and support program including the types of support (telephone, online, onsite, etc.), levels of support and the differences in capabilities and response times available at each level (in a tabular format), the process to determine how the support ticket severity level is assigned, response times to deal with the support tickets (please provide the response time by severity level), communication protocols and escalation levels, etc.;
- Describe the methods, tools and middleware (if any) used to support integration with other Enterprise Systems;
- Provide information on how patches, new releases or upgrades are handled within the solution environment and for any proposed third-party solutions;
- Identify any functionality provided as part of the proposed system which is above and beyond the requirements identified; and
- A description of the solution's licensing model, clearly providing an understanding of how the software license works, along with scalability, such as the addition of new agencies and end-users and how costs may or may not be affected by the licensing model.

Note, the content in this section addresses the project Goals and Objectives in section 4.2.1 and requirements from sections 4.2.2.1, 4.2.2.2, and 4.2.2.13 of the RFP.

AGS provides data collection, analysis and reporting solutions based on our DCT/LT product. DCT/LT is specifically designed to rapidly facilitate configurations of work flow, data collection, processing, integration, reporting and analysis, and interfacing between systems. DCT/LT has a proven foundational model for: security, historical data versioning, workflow, user interface, business rules, user help tools/documentation, geo-locating, reporting & ad hoc dashboard querying, and audit trail.

This means that DCT/LT is both a COTS product and a development toolset. AGS, as developer of DCT/LT, has the ability to rapidly build out robust solutions with the toolset, but also, when necessary, enhance it to meet any application requirement. Beyond our abilities to tailor DCT/LT to meet WVDOT's very specific needs, AGS also offers the expertise and proven DCT/LT configurations for data processing as provided to several other States.



Note, due to West Virginia open records law and AGS' review in this regard, AGS has not included any screen shots in this RFP response which would otherwise be marked as confidential.

4.1. Product Overview

AGS is proposing to take existing DCT/LT solution components applicable to the State's requirements, integrate those components and then build any missing elements, as needed, to fully implement a Crash Reporting and e-Citation System. AGS will configure data entry screens to manage all aspects of WVDOT data collection. Dashboard configuration will address the State's required workflow for data management, user management, and reporting needs.

AGS' eGov Framework allows for additional functionality to be readily added, as applicable, to meet the State's evolving needs. AGS' DCT/LT product brochure is included in Appendix B.

DCT/LT features include:

- Central web server solution
- Universally browser accessible
- Integrated diagramming
- Integrated geo-location
- Integrated pin mapping
- Integrated dash board
- Widget based workflow
- Integrated charting
- Integrated reporting
- Internal messaging
- Rich text integration
- Secure web service API query
- Ad hoc reporting and dashboard
- Extensive tailored solution development toolset
- Form developer
- Rules developer
- Rules Engine
- Role-based workflow
- Role-based security
- Configurable security model
- Record 'history' functionality
- Full audit trail
- Browser configured and administrated
- Notifications
- Job control
- Central relational database
- Production data sync to other instances
- External systems integration API
- Highly flexible, configuration based
- Unlimited user licensing
- Multi-user concurrency
- High volume transaction management
- Platform independent
- No 3rd party licensing
- Manufactured and supported in the USA
- Hosting
 - . Multiple application instances
 - . Dedicated hosting servers
 - . Dedicated disaster recovery servers
- Offline client
 - . Offline client application
 - . Offline client data synchronization
 - . Offline client app update management
 - . Online/offline consistent user experience
 - . GPS integration
 - . Scanner integration
 - . Form population from registration
 - . Form population from driver's license
 - . Client to central server data sync



The AGS' competitive advantages are:

- Licensed software solution vs. competitors' service-only solution,
- Solution configuration tailored to the State's needs,
- Competitive pricing,
- Flexible and highly configurable solution, readily expandable to include more features and cover further needs,
- Provision through:
 - . A trusted solution provider with 30 years of public-sector experience,
 - . A small business that is streamlined to react quickly and put customers first,
- Direct access to key support and development staff, and
- Enterprise-licensed system (unlimited users and instances).

Simply said, DCT/LT is designed to specifically address the requirements expressed in the solicitation.

4.2. Product Licensing Model

DCT/LT is enterprise-licensed for an unlimited number of users and instances. This enterprise license includes both the central Internet accessible user interface and also the standalone client systems.

AGS fully installs the hosted solution. This includes hardware, networking, application and database software, the DCT/LT solution, and all systems monitoring/security. Installation procedures and technical guidelines are available on the DCT/LT technical Wiki, however, as a hosted solution AGS undertakes all aspects of the system's provisioning.

AGS begins provisioning server hardware and software as soon as the contract is signed, and a Sandbox environment is made available for use during the Business Process Review.

4.3. General Architecture and Functionality

Note, the content in this section addresses requirements from sections 4.2.2.3, 4.2.2.4, 4.2.2.8, 4.2.2.10, 4.2.2.11, 4.2.2.12, 4.2.2.13, and 4.2.2.14 of the RFP.

4.3.1. Application Architecture

DCT/LT is platform and database independent and wholly written in Java by AGS. It runs on any platform supporting a JEE application server. The solution is supported both on premise and hosted by AGS. AGS hosts on Linux, using NGINX for SSL offload and as a Geo-IP filter and load balancer. NGINX load balances through to Tomcat application servers that connect to the DCT/LT MariaDB database. All of these technologies are mature, robust, and license free, which allows AGS to provide enterprise licensing at no additional cost to the State. Further, DCT/LT is single tenant hosted, therefore every AGS client has dedicated server hardware and databases.



DCT/LT mapping is fully compatible with Ersi ArcGIS. However, it does not use ArcGIS in order to reduce the resource footprint and licensing cost. Integration is tailored based on State available map services.

Map integrations are provided by an AGS-optimized solution that is featureful and lightweight, thereby making it practical for both central server and offline client use. The mapping system is compatible with ArcGIS file formats and data. AGS supplies map update automation with the implementation that is run through DCT job control. This process periodically identifies differences between the DCT map and State maps to create map updates. This allows for differential map updates to be pushed out to offline clients. LT map information is stored as GeoJSON. This dramatically reduces the footprint (vs ArcGIS) of the data, improves the efficiency of map rendering, and readily provides for map metadata integration with forms (e.g., collision report).

When DCT/LT is deployed to a Windows, or Windows Server, environment, it is a standalone package requiring no specific Windows compatibility or additional software installation.

4.3.2. Application Functionality

DCT/LT is an entirely web-based application accessible through all commonly used browsers (e.g., Edge, Firefox, Chrome, Safari) without any add-ons. DCT/LT also has an optional standalone, offline client that can be deployed to field laptops. The standalone client is designed to work without Internet connectivity. The client DCT/LT application is also able to connect to local devices such as bar code scanners, GPS, NFC devices, etc. The standalone client will synchronize data with the central server when Internet is available.

Subject to the State's desired authentication methodology, the system can present a user id and password login (with or without MFA) and/or support the State's preferred SSO.

DCT/LT provides an established path for delivering visual design and user interaction and experience. Upon request, AGS can demo our DCT/LT model through our delivered products. Note: Through the system's implementation, AGS can refine the configuration, or make enhancements, if specific functionality does meet the needed user experience.

DCT/LT has a structured widget-based front end with intuitive data entry. AGS is not building a system from scratch, the fundamentals of the UI are built. That said, DCT is highly configurable and as the developer of the system we are able improve its



capability when needed to meet specific UI needs.

After a user logs into DCT they are presented with a widget-based dashboard, which is tailored to the State's needs based on the Business Process Review and agreed upon Solution Design document. The dashboard provides table-driven widget workflow that adapts with user role and agency so that each user experience is tailored. For example, if DOT's business process requires supervisor approval for a report before the case record is finalized, then reports can be siloed into a widget and badge only for the supervisor role for this specific workflow.

Crash report data entry designed by AGS provides a dynamic data-entry form that automatically enables, disables, hides or shows sections or fields subject to progression of data entry of a report.

DCT forms provide for dynamic field security and visibility, progressive "on change" operations and validation, narrative, rich text, diagramming, geo-locating, section repetition (e.g. witness) and more. These are fully compatible with all major browsers including Edge, Chrome, Firefox, Safari and Opera on desktops, laptops, tablets (and smaller devices) running MS Windows, iOS, Android, Linux or Unix. When the forms are designed, the desired adaptability to varying screen sizes and resolutions is part of the design.

Each form is built out of one or more sections, and sections may be repeatable (e.g. Injured Person). In order to optimize the form, used sections can be collapsed, expanded or navigated through a context menu. When a form is created, there is an opportunity to "build out" the form and select any sections that require repetition (e.g. 4 units, 2 damaged objects, 1 injured person and 5 witnesses). Attaching documents to the form is also supported.

DCT allows users to save their work during data entry, exit, and return to complete edits. It also has a "check point" feature which periodically saves each user's work as they progress through a report so if a user is disconnected from the application, and then logs in again, the system will prompt them to continue from where they left off.

Data entry forms also ensure that multiple people cannot modify the same data at the same time. DCT allows multiple people to view a record, however, only one person may edit a record. When an existing record is opened, the record is in read-only mode. Any number of users may view a record in read-only mode, however, edits cannot be made to any fields. A user can enter Edit Mode by attempting to edit



any field in the record. When an edit request is made, the system ensures that no other user is editing the record. If another user is editing the record, it advises the user that the form is being edited, with an optional message indicating which user locked the record and when. Saving or closing a report will remove the Edit Mode lock on the record until a user tries to edit a field in that record again. The system has additional configuration that disengages idle users who are editing while also saving instances of their edits. Further, Edit Mode functionality allows a user to hand off control of a form to another user by simply saving the form. The other user can then edit the report by clicking on a field and the system will load the changes saved by the first user, and then allow the other user to apply their own changes.

Fields on the data-entry form are linked to bring up context sensitive content in the AGS Wiki. When Help is requested, a browser tab opens to show crash-data-entry documentation specifically associated with the State's data-entry rules.

The LT in DCT/LT integrates form data via collection of map information. This allows both the central server, and the offline client to allow users to "locate" incidents on a map. This pulls map data elements such as latitude, longitude, on street, cross street, intersection type, distance to intersection (or mile marker), etc. into the data entry form and any other data available to be populated on the form such as road surface type, posted speed, etc. When connected to the Internet, geo-location allows for an imagery overlay. The overlay can be a satellite view, or area outlines with informational annotation (e.g. restaurant outline with name), or both.

The LT also provides geo-analysis by allowing ranges of form data (e.g., all crashes in a city for the last 5 years) to be plotted on the map. Multiple data points at one location appear as a "coin stack." A radius tool or road select tool allows for a selection of crashes to be gathered and reviewed. Pin maps can be filtered for further analysis, for example, a map of only those mortalities involving a fatality.

Crash diagramming can be built into data collection forms. The diagram tool provides for a full suite of objects and drawing functionality. It allows for the import of images (e.g., aerial view of a location) with diagram overlay. It also allows common location diagrams to be saved. This allows the end user to quickly pull a preconstructed template, making diagramming faster.

Key functional components to providing a DCT-electronic-forms solution are the DCT forms and rules development tools. Within the DCT framework, there are web-based graphic design tools that allow forms to be created and maintained. The forms developer controls layout, fields, field properties, repeating sections (e.g., witness) and rules. Rules control all aspects of workflow in a form including: must



enter fields, inter-field logic (disabling/hiding fields and sections based on a selection), auto-population, field formatting, and more, while form rules allow for hiding, collapsing and repetition of sections based on rules. AGS has provided many different types of data collection forms using these tools. Therefore, it is not necessary to have multiple data entry forms for different purposes. Sections of forms will automatically adjust as a form is completed to provide required data-entry elements and sections for any type of crash report.

AGS also has a crash report e-commerce solution that integrates with DCT. Crash report e-commerce is a dedicated application that sells only client specific crashes, according to each State's policy. The e-commerce portal is style matched to the State's web presence. AGS does not aggregate its various State's data, nor is the data used for any other purpose. The solution is purely designed to simplify the State activity of providing official crash reports to the public.

Further, the e-commerce application was wholly written by AGS while working closely with our state partners, and was designed to be multi-platform/device compatible (e.g., tablet, cell phone, workstation, etc.). The steps for selecting and purchasing crashes were developed through AGS community feedback, therefore, the workflow is intuitive for both individuals (e.g., single purchase) and corporate users (e.g., multiple purchases).

Existing purchase portals provide for optional preamble pages with State legal notices, authorize purchaser certification, and then both 'basic' and 'advanced' search criteria. Any preamble pages and the criteria would be tailored to WVDOT's requirements. Subject to an approved criteria selection, a list of matching crashes is presented after performing a search, and then any number of crashes can be selected for purchase. Basic search allows for either the VIN to be entered, or Last Name, County and Crash Date. Advanced searching allows for date ranges and plate information to be used for searching. Note, each system configuration is tailored to match individual State requirements for validating whether a user is a 'party to the crash', search and query functionality and field redaction (e.g., juvenile information) on the purchased crash report.

After one or more crashes are selected for purchase, the e-commerce application continues to payment processing. Note, AGS does not directly accept or retain credit card information. Following successful payment, the crash report is rendered in .pdf format matching the standard crash report provided by the State. The crash report is streamed to the user's browser and also emailed to the provided email address. An audit report is provided to the State each month listing the purchased crashes.



The purchase portal URL is publicly accessible based on our primepublicsafety.com domain or can also be provided through a dedicated WestVirginia.gov domain (e.g., wvcrash.gov).

4.3.3. Design Toolkit

DCT includes a toolkit for designing forms and building rules. This allows AGS to quickly build out data collection forms knowing that the result will be intuitive, robust and secure. The use of this development toolkit is described further throughout this proposal and in the DCT/LT Brochure (Appendix B).

4.3.4. Reporting

DCT/LT has multiple tools to provide various types of analysis (e.g., DCT dashboard, standard reports, pin and heat mapping, ad hoc query tool). Through the Business Process Review, AGS documents the reporting and analysis needs of the WV DOT. There are multiple methods available and the Solution Design documents the chosen method of obtaining analysis. This can be one, or a combination, of DCT/LT integrated reporting, publications and dashboards as follows:

- Home dashboard,
- Standard reports,
- Pin mapping,
- Ad hoc Report, Dashboard and Query, and
- Data broker.

DCT Dashboard:

Primary DCT dashboards, such as the Home page, are tailored for each implementation. Dashboard setup is table-driven and readily configured and reconfigured. Dashboards are integrated with DCT security and this means that dashboard configuration can vary by user role. This allows commonly viewed analysis, reporting, or trending, to be readily visible on the Home page either directly or through drill down. For example, current and historical injury/fatality statistical trend charting, or summary/thumbnails of crash locations, etc.

Dashboards may include:

- **Widgets:** Tiles which when clicked drill down to another dashboard, open a screen, function or report into another browser tab. Tile colors can change if a system status is to be represented through the tile.
- **Counter:** This is a widget that includes a number representative of pending workflow items, or any amount of importance to a State's process. Drill down through a workflow counter widget displays all workflow items for review.
- **Chart:** Graphics may be presented on the dashboard representative of data within the system. Charts may drill down to further charts, or open detailed supporting data.
- **Launcher:** Tile that launches to an operational screen in the system. For example, a Crash Tile launch tile may open the Crash data entry form for keying a crash report.



- *Message: A tile is available that displays any important notices that the DCT administrator wishes users to see.*
- *Other: The DCT dashboard system is a completely open-ended portal that can be setup to display anything the State may wish to see.*

Standard Reports:

Reports are grouped and itemized by function. Security controls allow for reports to be accessible (or hidden) by role. When a report is selected, a parameter page is presented to further refine the output. Reports can display:

- *Any integration of data within the application,*
- *Dynamic chart embedding,*
- *Imagery,*
- *Text Flow,*
- *Multi-column output,*
- *Contents and indexing, and*
- *Hyperlinking.*

Reports in DCT have output parameter selections. The selections available for each report are dependent on the type of data being presented and designed output formats. Available formats include:

- *HTML/SVG (displays into a browser tab)*
- *PDF (subject to browser type and browser configuration, PDF will display in a browser tab or "download" for local viewing using Adobe)*
- *XML*
- *CSV (comma separated values suitable for viewing in Excel)*
- *Excel (native Excel, most useful when formulae and formatting are needed)*
- *MS Word*

DCT has a built-in PDF report generator. A notification and job control system is also built into DCT to automatically generate notifications that will create an email with an attachment as required.

Pin and Heat Mapping:

If latitude and longitude are available, crashes (and/or citations) may be pin mapped. A query panel within DCT can broker a data set to the LT Pin Map. This allows for visualization of common crash sites. Pin coins are color coded by crash properties (such as crashes involving a fatality). The map image can be exported to SVG, PDF and Excel (as raw data). Clicking on a crash or coin (crash stack) provides details on each crash. The crash diagram from the official report can also be accessed by clicking on a crash. Map layers shown would be based on those available from the State.

Ad hoc Report, Dashboard, and Query:

AGS has integrated ad hoc dashboarding which queries data via the DCT data broker. This integration allows for comprehensive drag and drop reporting, dashboarding, and assisted SQL query with the ability to create, and share,



templates. The result is a seamless web-based experience to create ad hoc reports, pivots, charts and dashboards.

AGS will provide foundational datasets for the ad hoc dashboard and query based on the Business Process Review. These queries can be modified, and new datasets added, through requests into the AGS issue tracker, and therefore, covered through the maintenance contract. WVDOT can also create queries and reporting through DCT given implementation training provided by AGS, and/or enroll AGS assistance through a request made into the AGS issue tracker.

Data Broker:

The data broker allows for secure, role-based, access to DCT data through an authenticated web service. This means that any query tool of WVDOT's choice can be used to query and analyze DCT data. Through token authentication, the data broker limits access to data as configured in the solution so that role, and organizational, security configuration in DCT is followed through the data broker.

Performance:

The underpinnings of the DCT/LT solution represent 30 years of development, re-engineering and refinement. As a result, the transaction and reporting engines are specifically designed to provide low latency transactions in volume while also supporting concurrent reporting. Note, AGS can only provide performance guarantees within an AGS controlled hosting environment.

4.3.5. Concurrency

DCT is a robust transaction processing system capable of supporting hundreds of current users.

Beyond basic concurrent access DCT has enhanced functionality that allows multiple people to view a record, however, only one person may edit the record. When an existing record is opened, the record is in read-only mode. Any number of users may view a record in read-only mode; however, edits cannot be made to any fields. A user can enter Edit Mode by attempting to edit any field in the record. When an edit request is made, then system ensures that no other user is editing the record. If another user is editing the record, it advises the user that the form is being edited, with an optional message indicating which user locked the record and when. Saving or closing a report will remove the Edit Mode lock on the record until a user tries to edit a field in that record again. The system has further configuration that disengages idle users who are editing while also saving instances of their edits.

Edit Mode functionality allows a user to hand off control of a form to another user by simply saving the form. The other user can then edit the report by clicking on a field



and the system will load the changes saved by the first user, and then allow the other user to apply their own changes.

4.3.6. Automation

DCT has Job Control which is primarily background task scheduling to facilitate automation with other systems. DCT includes a comprehensive toolkit for building interfaces to internal/external systems for data retrieval or for pushing data to other systems. The results of these interfaces are summarized on the administrator dashboard tile with drill down to review detailed job logs.

4.3.7. Security and Compliance

Every AGS implementation is delivered with a security plan. The security plan is a comprehensive document covering all matters of security and response for the solution.

DCT security is configuration driven. Access to data is controlled through business rules based on an agreed upon security matrix developed as part of the Business Process Review. AGS provides no access to data outside of the prescribed guidelines of the solution design's security matrix.

The AGS eGov Framework that supports DCT has an entirely table-driven security architecture which is administrated within the application. This means that the specific user levels, roles, edit privileges and associated business logic are loaded and configured as part of the project implementation. There is no restriction to this functionality and further user types, roles and business logic can be administrated within the application as needed.

Login authentication is tailored to meet each State's preferred methodology. This may be user id/password managed within DCT (with or without MFA), or the State's preferred SSO (e.g. OAuth2 or OpenID), or hardware key (e.g. YubiKey).

All data in transit via HTTPS and data at rest is encrypted AES-256. Further, safeguards for stored information are tailored to the risk profile of the implementation using various methods such as geoip filtering, encryption of data in transit and at rest, isolating the database, session management, and encrypting sensitive record data. Prioritizing necessary confidentiality and data integrity is important to AGS. All hosted environments utilize firewalling and intrusion prevention efforts to restrict access to the deployment instances. Administrative access by AGS staff to each system is controlled through user id, password, and touch hardware key (YubiKey). This ensures that only authorized AGS users with their credentials and hardware key can access host systems.



Client data is stored on dedicated servers in an encrypted database accessible only to State certified users. Login access is restricted by IP, optional client certificate, and SSO authority or user ID and password.

Within the application there is a comprehensive cross-sectional security model that controls the data, operations, and work flow where each user has no access, or can view, edit, and/or delete. Note, any “no access” security results in the related element not being presented to the user. The granularity of this role-associated security goes down to field or cell level.

Separately, role management and associated role permissions maintained within the application are also subject to user role (e.g., management of security may be limited to users assigned to Security and/or Administrator roles).

Every aspect of the DCT/LT system design is associated with security rules. This allows for the solution to dynamically adjust access to any data, including a document based on user, role, agency, department, status, etc. All rules are managed within the application. Chain of custody is handled through the DCT audit trail.

DCT/LT system access, navigation, and data changes are all logged. System administrators can view all activities that have taken place within the application. The audit trail logs events with date/time, user, IP address, description and data before/after.

AGS undertakes monthly security scans and application scans to uncover vulnerabilities. Any High and Med-High risk vulnerabilities are immediately resolved. Other vulnerabilities are resolved on a case-by-case basis. The results of these scans are provided to the State.

If the State has further security requirements, for example, field level encryption of PII, AGS can accommodate this.

AGS' internal and application security policies are robust and are periodically subject to 3rd party audit as well as State client security audit. However, AGS has not specifically undertaken a CJIS or NIST review. AGS is currently working towards GovRAMP/StateRAMP certification in 2026.



4.3.8. Availability & Reliability

An AGS Disaster Recovery (DR) plan is delivered as part of the project. The DR Plan accounts for several scenarios of disaster:

- *“Local Plan” assumes a significant software or hardware failure of only the production server.*
- *“Relocation Plan” assumes that servers are operational, but they need to be relocated to another site due to connectivity or power availability in the AGS data center.*
- *“Remote Plan” assumes the AGS data center is unavailable for hosting due to significant disaster such as extended area power loss, fire, flood, etc.*

The evaluation and decision on which scenario to implement would be done through discussion between AGS and WVDOT when a disaster occurs.

In the event of a production system failure that cannot be fixed for an extended period of time the following backup systems are available:

- *DNS is adjusted to “ProdB” which is live data replicated instance of ProdA*
- *DNS is adjusted to the DR environment. In discussion with WVDOT there are several DR options:*
 - *2-day old recovery (always online)*
 - *1-day old recovery (always online)*
 - *Active DR environment (rolled forward from production every 2 hours)*
 - *Prior production backup, rolled forward to a specific date/time*

The definition of “extended” will be subject to the needed availability of the production environment given the critical needs of users.

Production backups of both data and the application are performed nightly. These backups are uniquely encrypted then stored to hardened (fire and waterproof) storage and also sent to the DR server system.

The DR Plan also provides detailed instructions for recovery steps associated with each scenario.

4.4. User Authentication and Access Control

Note, the content in this section addresses requirements from sections 4.2.2.10 and 4.2.3.6 of the RFP.

The AGS eGov Framework that supports DCT has an entirely table-driven security architecture which is administrated within the application. This means that the specific



user levels, roles, edit privileges and associated business logic are loaded and configured as part of the project implementation. There is no restriction to this functionality and further user types, roles and business logic can be administrated within the application as needed.

Login authentication is tailored to meet each State's preferred methodology. This may be user id/password managed within DCT (with or without MFA), the State's preferred SSO (e.g. OAuth2 or OpenID), or hardware key (e.g. YubiKey).

4.5. Data Validation

Note, the content in this section addresses requirements from sections 4.2.1.9, 4.2.2.4, and 4.2.2.9 of the RFP.

DCT has a rules engine that supports an unlimited number of rules, rulesets and subsets. Within DCT, forms are created through the section and template builders and required validation rules are created in the template rule builder. Rules define the DCT validations that can be applied for on screen and data loading. These rules are maintained in the application through an administrative screen called "template rules." When a page, or data loads, validation is run, the system produces a detailed list of defects and takes the user through steps to correct each issue. Further, rules have an "effective date," which allows legacy rules to be retained while accounting for changes or introducing new rules when needed.

AGS has designed and created multiple types of report forms (e.g., crash, citation, inspections, etc.) that include comprehensive data validation logic. This logic is designed to provide maximum electronic validation of data entered into the report. Our experience in this area aligns completely with WVDOT's needs. AGS provided report forms have comprehensive rules which guide data entry that progressively validate during data entry and perform a final validation when a report (or any other form) is complete. Missing fields are listed in the validation report, which allow the user to step through each field and address the validation error reported.

Within DCT, validation can be designed to enforce state/federal rule compliancy (e.g. NHTSA, MMUCC, FMCSA, etc.), but also facilitates data entry by dynamically changing the form and fields to optimize data entry. This report form data-entry workflow has been refined over 20 years. Forms have the following properties:

- *Data-driven design through browser-based drag, drop and configure toolset,*
- *Repeatable section data blocks (e.g. witness),*
- *Page, section, and field rules on load, on change, and final validation. Rules are used to enforce data entry rules (e.g. if not in a work zone, "workers present" is forced to not applicable), change field and section visibility (e.g. no driver section is visible when the crash is a hit and run), and validate the form (e.g. location is required),*



- *Field support for: text, drop down, multi-select, drawing, narrative and built-in GIS geo-location,*
- *Role security: page, button, section, and field,*
- *Inter-page data population, and*
- *For Field Units: Scanner (driver's license and registration), GPS integration, data sync, etc.*

When a form is validated, a validation panel shows and highlights those fields with a message indicating the error. Needed edits can be made within the top validation section or at the automatically scrolled-to point in the form. The validation area simplifies data correction as there is no need to "find" the field on the form since it is already presented at the top of the form and then shown in context within the form below the validation area.

Further, a detailed failed verification report can be configured as part of DCT's standard reports to meet WVDOT's needs, if desired.

4.6. Data Integration

Note, the content in this section addresses requirements from section 4.2.2.7 of the RFP.

AGS tailors interfaces to other systems as needed to fulfill the requirements of the project. DCT/LT includes a comprehensive toolkit for building interfaces and AGS has created hundreds of interfaces to other systems over the years. If an existing methodology exists for exchanging data with an external system, AGS adapts to this in order to most quickly progress with the system's implementation.

Interfaces are discussed in detail as part of the Business Process Review. For each interface AGS does a systematic review and then documents the connection methodology and properties. This documentation is provided in the project's Interface Plan which also describes what each interface is used for and also presents a "data sheet" of the technical attributes of each interface. With the Interface Plan completed, functional specifications are written which detail in lay-person's terms the operation of the interface. Functional specifications are made available for WVDOT review. When the functional specification is approved by WVDOT, technical designs are written in order provide AGS technical staff with instructions on each interface's needed configuration/development. Technical designs are available to WVDOT; however, no approval step is needed for these documents. The full thread of review, associated documents, specifications and designs for each interface is posted into the AGS issue tracker. This provides the background on its operation and implementation in perpetuity.

Any API enabled for the delivered solution would also be documented and specified through the Business Process Review and implemented during the configuration/development phase of the project. AGS does not provide a one-size-fits-all API, as in our experience, no two implementations have exactly the same data access



needs. Inevitably, generic APIs fall short and the client has to make due with a less-than-optimal solution. Therefore, the AGS approach is to analyze the needs of the project and configure a solution that best meets each client's needs.

As it relates to creation of the APIs necessary for this project, AGS works to accept established data exchange processes. If the State has established methods of exchanging data among existing systems (i.e., remote access VPN) that contain the data needed to support the implementation, AGS will accept those formats. When this can be accomplished, limited resources are required on the State's behalf. Despite the team's best effort, unknown requirements can arise during the life of the project. Due diligence in the Business Process Review to completely understand all State requirements and related processes is the best strategy to mitigate this.

4.7. Data Migration

Note, the content in this section addresses requirements from sections 4.2.2.4 and 4.2.2.9 of the RFP.

The data sets, and volume of data, that WVDOT seeks to migrate is similar to data migrations that AGS has undertaken on other projects. Within the scope of this project, AGS will develop necessary integrations to support migration of historical data.

The first step in the analysis of historical data and its migration is undertaken during the Business Project Review. The Business Project Review of data migration then leads to the provision of the Data Migration Plan. This plan itemizes legacy datasets, and each dataset's elements, to be migrated and how that data is to be initialized in DCT. When the Data Migration Plan is approved, AGS then provides Functional Specifications for each conversion component and also an associated Technical Design. This documentation forms the foundation for the configuration, development, testing and delivery of migrated legacy data into the new system.

Note: The Data Migration Plan is highly dependent on a full compliance review, not only of the existing MMUCC version of the crash report, and any changes required for MMUCC6, but also historical data mapping, impact to interfaces to other systems, and any other strategic changes that might be considered at the same time. Further, data quality and compliance issues often make full migration to new standards impractical. In order to accommodate this, DCT's category and data-driven configuration supports multiple date/time window rulesets. For example, data input, rules, validation and reporting can all vary based on data elements and/or date (e.g., crash source, system date, crash date). This allows prior standards to be enforced on legacy data, while current crash records only accept more current rules thus evolving the standard through configuration.



4.8. Testing

Note, the content in this section addresses requirements from sections 4.2.2.4, 4.2.2.5, 4.2.2.6 and 4.2.2.12 of the RFP.

4.8.1. Quality Assurance

The purpose of Quality Assurance is to ensure that the right goals and outcomes are being achieved throughout the life of the project. The Quality Assurance Plan will be referenced throughout the project to confirm adherence to the commitment of delivering timely results in accordance with the procedures and processes defined by the project.

The objectives of the Quality Management Plan are to:

- Ensure that agreed upon criteria and standards are clearly set forth with regard to project activities and deliverables;
- Ensure that deliverables are reviewed for quality against agreed upon criteria and standards in a timely manner by AGS; and
- Ensure identification and resolution of quality related problems prior to submission of deliverables to the State Contract Manager.

An AGS project undergoes multiple levels of quality assurance as follows:

- Test structure provided in Functional Specification
- Test structure provided in Technical Design
- Developer testing based on functional specification and technical design directives
- Creation of test script for each functional area of configuration or development
- Vetting test of test script (run through of test by a person other than the original developer)
- Provision for preliminary review to the State
- System test. This is an end-to-end testing of the solution including all functional test scripts and further “scenario” based test scripts as previously documented in the Test Plan
- Regression test. This is retesting of any areas of the solution potentially affected by a “fix” necessitated from system test

4.8.2. Testing Overview

AGS generates a Test Plan prior to the development of any test scenarios, documentation, test scripts, test execution, etc. The Test Plan is the agreed document that guides all aspects of testing for the project.

With an agreed Test Plan, the project and hierarchical test structure is created in TestLink. The requirements matrix is also loaded into TestLink. Then, end-to-end scenarios and detailed step-by-step test scripts are created, associated and



ordered within that structure including the association of test script to requirements. Prior to test execution, the State reviews the test scripts and requirements mapping to be confident that there is full application test coverage. TestLink is available to the State to review testing progress. Testing issues are registered to the issue tracker and the State receives a notification when each issue is registered on the project. Issues may come up while step-by-step scripts are being created and when test execution is run. Every change made as a result of testing, at a minimum, has the associated test script number, issue number, issue narrative/ comments and program change notice. The program change notice identifies what configuration change or programming was done to address the issue. If a test uncovers a more significant oversight in system planning, there may be additional problem analysis, functional specification, and technical design documents supporting the issue resolution. All of those documents are posted to the issue tracker and the project document repository.

4.8.3. Performance and Load Testing

Load/Stress testing is conducted to ensure the stability of the DCT system and database when utilized beyond normal capacity. This approach will help to determine system limits and how the system reacts when limits are exceeded. Testing scenarios will be developed and executed in an automated manner, simulating many concurrent users, using the AGS DCT/Selenium automated test system. This process automates the execution of scripts, tracks test execution success and measures system performance.

System monitoring during stress tests provides results that are used to tune the environment in order to ensure the application is operating at its maximum efficiency.

4.8.4. System Test & Regression Testing

Both System Test and Regression Testing are performed as part of every AGS implementation. System Test is an end-to-end testing of the solution including all functional test scripts and further “scenario” based test scripts as previously documented in the Test Plan. AGS creates test scripts and undertakes formal System Testing to ensure that every requirement is met. Test cases are presented in TestLink and every test case is associated with one, or more, requirements. This ensures that there is 100% coverage of test cases to requirements. Regression Testing is retesting of any areas of the solution potentially affected by a “fix” necessitated from system test. Note, Regression Testing will also be conducted to retest any changes made to the production environment following the initial pilot phase of this project, as well as after any enhancements or changes that are made to production post Go-Live.



The system test culminates with a deliverable document that itemizes all the test results, fixes and regression testing results. All of this testing to completed prior to User Acceptance Testing (UAT) to ensure it goes as smoothly as possible.

4.8.5. Integration Testing

AGS will develop test scripts to test the execution of all interfaces related to the transmission of data from other State/Local systems into the DCT/LT application and exports from the DCT/LT application to other State/Local systems in accordance with the interfaces identified in the Interface Plan.

4.8.6. Security Testing

AGS provides a Security Plan that covers both general procedures and also documents application specific security configuration.

AGS' approach to security is to; First, employ all tools and policies available to limit the potential for a security event, and then Second, to detect and prevent access to our systems and applications in such a way that information is secure from prying eyes or malicious intent. It also ensures that access is granted only to those who are authorized. The methods used to achieve this include:

- *Prevention: AGS also uses OpenVAS vulnerability and also Sectigo Hackguardian scans to test systems and services for known vulnerabilities. Application vulnerabilities are tested with ZAP (Zed Attack Proxy).*
- *Layered Access: AGS' systems are protected by multiple layers of protocol, including, but not limited to: firewall rules to only allow connections from known IP addresses, Geo IP restrictions limiting most AGS services to connections originating from a specific region (e.g. the State, or North America), administrative source restrictions, unique passwords to each machine, and hardware touch key (YubiKey) authentication.*
- *Physical Protection: AGS' building, offices and data center are controlled through role-based key fob access. Only data center support staff have access to the AGS data center.*
- *Detection: AGS utilizes Wazuh SIEM (Security Information Event Management) software and automated scripts and other utilities to look for system abnormalities. Our SIEM performs real time analysis of threat and anomalies. AGS scripting is tied to a SNMP/Zenoss system that queries key system indicators every 6 minutes. When an anomaly is detected, it notifies key system administrative personnel and management. System configuration changes are monitored by Tripwire. Finally, internal end points (workstations, laptops, etc.) are monitored by Trellix ES (End Point Security).*
- *Reaction: AGS has system administration and development personnel on call 24/7 to deal with issues that may arise. Key personnel have remote access to*



AGS' systems. This gives them the ability to react to situations as soon as possible and if there is a situation where remote access is not sufficient, staff are located within minutes of the AGS offices.

In addition to general security policies, an AGS Security Plan also details those specific roles and role privileges associated with the configured solution. DCT/LT security elementally allows for No Access, Read, Write or Delete privileges. This means that the plan details all role implemented security such as:

- Roles and role use,
- Application screen, report and function access
- Associated role specific work flow
- Business rules by role
- Field level access

AGS provides a Security Plan as part of the system's implementation. This plan ensures that the application security configuration is documented with accuracy based on the configuration of the delivered system.

4.8.7. User Acceptance Testing

AGS seeds the System Test scripts into a UAT test project in TestLink. AGS provides WVDOT staff with TestLink training and makes TestLink available for WVDOT to:

- leverage AGS scripts,
- alter AGS scripts,
- write new scripts, and
- formally track UAT testing.

4.8.8. Defects

Application defects or “bugs” identified during system test will be addressed and retested prior to UAT. Application defects or “bugs” identified during UAT will be addressed and available for retesting by WVDOT prior to system training and go-live. Application defects or “bugs” identified post go-live will be addressed per the agreed upon service level agreement. All defects and “bugs” throughout the life of the project are documented and maintained in the AGS issue tracker for a complete historical record of the issue that is accessible to all members of the project team.

4.8.9. Cutover

As testing is completed a Cutover/Support Plan will be developed that will outline the go live checklist, roles, responsibilities and escalation procedures required during the cutover process.

4.9. Audit and Monitoring

Note, the content in this section addresses requirements in sections 4.2.2.8 and 4.2.2.15 of the RFP.



DCT/LT system access, navigation, and data changes are all logged. System administrators can view all activities that have taken place within the application. The audit trail logs events with date/time, user, IP address, description and data before/after.

Every aspect of the DCT/LT system design is associated with security rules. This allows for the solution to dynamically adjust access to any data, including a document, based on user, role, agency, department, status, etc. All rules are managed within the application. Chain of custody is handled through the DCT audit trail.

The DCT administrative home page include a tile that identifies system anomalies with drill down to detailed issue logs. AGS monitors all aspects of the system application, database and hosting environment through real time monitoring and notifications.

4.10. Maintenance and Support

Note, the content in this section addresses requirements in sections 4.2.2.4 and 4.2.2.16 of the RFP.

Maintenance is accounted for through the cost proposal. All components supplied by AGS through the implementation as described in this response fall under maintenance, and include interfaces, integrations and data exchanges. Minor revisions to interfaces provided by AGS are covered under maintenance. However, major revisions or rewrites required, for example, by a necessary adjunct system replacement, would be provided for by AGS but quoted outside of the maintenance agreement. AGS seeks to ensure that client's receive value through the maintenance agreement. Where possible, AGS will find a solution to State needs within the terms of maintenance in order to expedite issue resolution.

AGS's support services include regular software updates, standard enhancements, and any necessary fixes as registered in the Issue Tracker and/or communicated to AGS by written request. It also includes any necessary updates to the technical documentation or user training materials contained in the DCT/LT Wiki. These support services are available as part of the software maintenance agreement.

The scheduling of updates and patches is entirely the decision of WVDOT. DCT/LT is provided through rolling release which typically results in a build each week. Notifications are sent indicating what changes are in a build. WVDOT may then review the change list and decide if the build is to be applied and to what environment. Some AGS clients "freeze" their production build for a period of time, other clients actively test and deploy builds as they are released. Note, builds are a complete "package", therefore, a single deploy is required to install any build regardless of the prior installed build. Further, application updates are "hot" deployed, therefore, no downtime is needed and the process to deploy a build takes only a few minutes.



Post Go-Live, the system will fall under standard AGS maintenance, with priority support according to the agreed upon Service Level Agreement (SLA). The primary entry point for support requests (e.g. as for assistance, register bugs) is the AGS issue tracker. This provides a complete record of each issue, with datetime stamps for each status change (e.g., new, assigned, resolved) and ticket action (e.g., comment, priority change, attachment added, etc.). All parties associated with an issue are advised via email of each change made to an issue. This allows for comprehensive reference reporting on the system's implementation and ongoing support. Issue tracker reporting supports reporting metrics on the ongoing steady state of the solution and documents production issues and resolutions.

Further, clients also have a primary and secondary contact available through email, office phone, and cell phone. The AGS Issue Tracker and staff email are monitored by staff during business hours, after hours, weekends, and holidays. In the event of an emergency, AGS staff are available after hours and on weekends for assistance. AGS' response priorities and resolution timeframes are documented in the agreed upon ~~our~~ standard SLA.

Systems hardware is maintained by AGS with a hosting agreement in place. AGS periodically upgrades equipment, as needed, at no additional cost other than those outlined in the cost proposal.

4.11. Product Roadmap

Note, the content in this section addresses requirements from section 5.3.6.2.3 of the RFP.

AGS invests heavily in R&D. Often these efforts are tied to customer driven initiatives. DCT/LT is a core product that is singly deployed to all client environments. DCT/LT adapts to client specific presentation needs and functionality through site configuration.

Specific future initiatives include:

- *Support for small displays (e.g., handhelds, cell phone, etc.),*
- *Diagram tool enhancements (e.g., edit road sign text, alter tray object colors, provide aerial view background, etc.),*
- *Location Tool as a service to allow statewide integration to 3rd party system (e.g., RMS, EMS, etc.),*
- *Increase UI "theme" library used to change the color and style of DCT through user preference selection,*
- *DCT/LT offline client application enhancement to use an embedded database, and*
- *Support library upgrades (e.g., Canva, CKEditor, Java).*



5. Solution Requirements (RFP Section 5.3.6.2.4 and 5.3.6.3)

Complete the Microsoft Excel requirements matrix provided as Attachment A of the RFP following the instructions on the Instructions tab in the workbook. Include a printed copy of the completed matrix in your proposal.

Note, the content in this section addresses requirements in sections 4.2.2.4 and 4.2.3 of the RFP.

The Business Process Review meetings specifically focus on reviewing all project requirements. The resulting Solution Design itemizes all requirements addressed by each section of the RFP in order to ensure complete requirements coverage. The Solution Design describes both the legacy business process and then describes how the revised, or mapped, process is to be implemented. The Solution Design also documents Gaps where application enhancements may be required to meet specific requirements. The Solution Design is available for WVDOT review and sign off. Functional Specifications are built based on the Solution Design narrative and these represent the next level of detail in the analysis provided by an AGS implementation. Functional Specifications are passed to WVDOT for review and approval. The follow-on Technical Design is made available to WVDOT for informational purposes, but there is no WVDOT review/approval process provided for technical designs. Each change is tracked in the AGS issue tracker and associated the specification document, design document, and other supporting information is attached to the issue. The issue then provides the full set of tracking on the implementation of a specific configuration, or development, item in perpetuity.

A copy of Attachment A – WVDOT Crash and Citation Modernization Requirements can be found in Appendix C.



6. Cloud Operating Environment/Cloud Hosting (RFP Section 5.3.6.2.5)

Provide a narrative description of the Vendor's proposed Cloud operating environment (if Cloud hosting is provided by the Vendor), including information on the primary and back-up data center. This section should also include the RACI model, a proposed cloud architecture design plan, and a software licensing list.

Note, the content in this section addresses requirements from section 4.2.2.4 of the RFP.

AGS is proposing a vendor hosted solution. DCT/LT is entirely browser accessible, therefore, no installation is required within State environments. Further, DCT/LT does not require any third party licensing. Separately, AGS provides the offline Windows client DCT/LT application which requires a small footprint installation for field units (laptops) which have limited Internet access or require local hardware (e.g. scanner) interfacing.

AGS has hosted its solutions since 2007. Our operations support 7x24x365 activity. We support some 5,000 users through our hosted environments, therefore, we are very sensitive to ensure that we are providing robust services that our clients can depend on.

AGS has well defined and documented procedures for all aspects of the operating environment, application and database configuration. This includes firewall, reverse proxy, load balancing, replication services, backups, disaster recovery, real time system monitoring, real time log monitoring and SIEM (Security Information and Event Management) integration.

AGS hosted services provides for all compute, storage and licensing needed to fulfill the enterprise DCT/LT licensing offered in this proposal. Application and database instances are provided for:

- *Production*
- *Stage (used for pre-production deploy before deploy to production)*
- *Test*
- *Train*
- *UAT*
- *Dev*
- *DR1 (day old production)*
- *DR2 (2-day old production)*
- *DR Live (2-hour window of production)*



Dedicated (single tenant) servers are provided for:

- *App Production A – Application server*
- *App Production B – Replicated/redundant application server*
- *DB Production A – Database server*
- *DB Production B – Replicated/redundant database server.*
- *Disaster recovery application server*
- *Disaster recovery database server*

Other than hardware costs identified in the cost proposal, AGS provides all hardware and operating system upgrades, including periodic, new equipment as part of the hosting agreement. DCT/LT hosting is designed for 100% up time. Certain upgrades may require limited, planned downtime, which is fully coordinated via phone and within our issue tracker with each client. Further coordination can be agreed upon as required by each client.

DCT Hosting Environment Security:

- *Dedicated client server (single tenant)*
- *Dedicated disaster recovery server*
- *Firewalled to only Oregon needed IPs*
- *Optional Client Certificate access*
- *Further protected with reverse proxy*
- *Continuously monitored environment and firewall*
- *Daily cold and hot backups*
- *Transaction logs are transmitted to DR site throughout each day*
- *3rd party scanned every month*
- *Internal penetration testing performed at least monthly*
- *Hosting platform Rocky Linux 10*
- *Remote access via AGS admin network using user id, password and touch coded hardware key (YubiKey)*

Responsibility Matrix.

Component	AGS	WVDOT
<i>Data Center Infrastructure</i>	<i>RA</i>	<i>I</i>
<i>Hosted Operating Environments</i>	<i>RA</i>	<i>I</i>
<i>Application Security</i>	<i>RA</i>	<i>C</i>
<i>Application/Data Backups</i>	<i>RA</i>	<i>I</i>
<i>Application Support</i>	<i>RA</i>	<i>I</i>
<i>Bug Fix Prioritization</i>	<i>A</i>	<i>R</i>
<i>DR Execution</i>	<i>RA</i>	<i>I</i>
<i>Issue Vetting</i>	<i>C</i>	<i>RA</i>
<i>User Vetting</i>	<i>C</i>	<i>RA</i>
<i>Application Updates</i>	<i>RA</i>	<i>C</i>

Responsible Accountable Consulted Informed



7. Implementation Approach (RFP Section 5.3.6.2.6)

Describe the Vendor's proposed approach for executing the project. Provide a high-level timeline for completing the work, depicting key tasks/activities and milestones. As an attachment (not counted in page limit), provide an initial project work plan for the project.

Note, the content in this section addresses requirements from sections 4.2.2.4, 4.2.2.5, and 4.2.3. of the RFP.

AGS projects are deliverable-based. If AGS does not complete work, we do not receive payment. If the client does not facilitate the project, they risk project completion. Both parties need to be equally vested in and committed to the success of the project as a team.

AGS' implementation methodology is a blend of agile and waterfall approaches. AGS undertakes an in-depth due diligence effort during the planning phase of the project to document the system's planned design. This planning phase includes "sandbox" configuration as necessary to communicate the intended configuration. During the planning phase the detailed project plan is updated to ensure it accurately reflects the anticipated work as both AGS and the State gain a detailed understanding the required configuration and design tasks. The project plan then helps drive of the project; however, it can be adjusted during the course of the project. AGS is willing to develop "goal-oriented" project plans, or "slack/contingency-oriented" project plans, subject to agreement with WVDOT. Then during the execution phase (which includes configuration and development), components are provided as completed for State review and feedback.

All AGS system implementations include project management, Business Process Review, solution configuration and design, functional and technical gap design, initialization of hosted environments, system configuration and development, data conversion/ migration, testing, documentation, training, interfaces, cutover/go-live with project closure, and ongoing maintenance.

AGS approaches implementations in four major segments:

- *Initialization*
- *Planning/Business Process Review*
- *Execution*
- *Closeout*

Each segment is not an absolute discrete project step, rather elements (tasks) within each segment can run concurrently subject to task dependencies ('predecessors' in MS Project).



During the Initialization segment, the Project Pre-Plan is formulated followed by a Project Working Plan. Project segments contain Milestones, and Deliverables are within Milestones. Milestones and Deliverables are tied to an AGS Deliverable Management Document (DMD). A DMD defines the agreed upon expectations of AGS and the State for each deliverable in advance of any related work effort starting. A DMD references the RFP and the AGS response to frame the agreed components and itemizes criteria and expected results. Some Milestones and Deliverables also include a 'Plan':

- Itemizes groups of tasks and key tasks
- Narrates key tasks
- Discusses
 - . Task resourcing
 - . Scheduling
 - . Evaluation metrics
- Outlines the completion (sign-off) reporting

Finally, Milestones and Deliverables are further associated with payments. In summary, every project component has a sequence of:

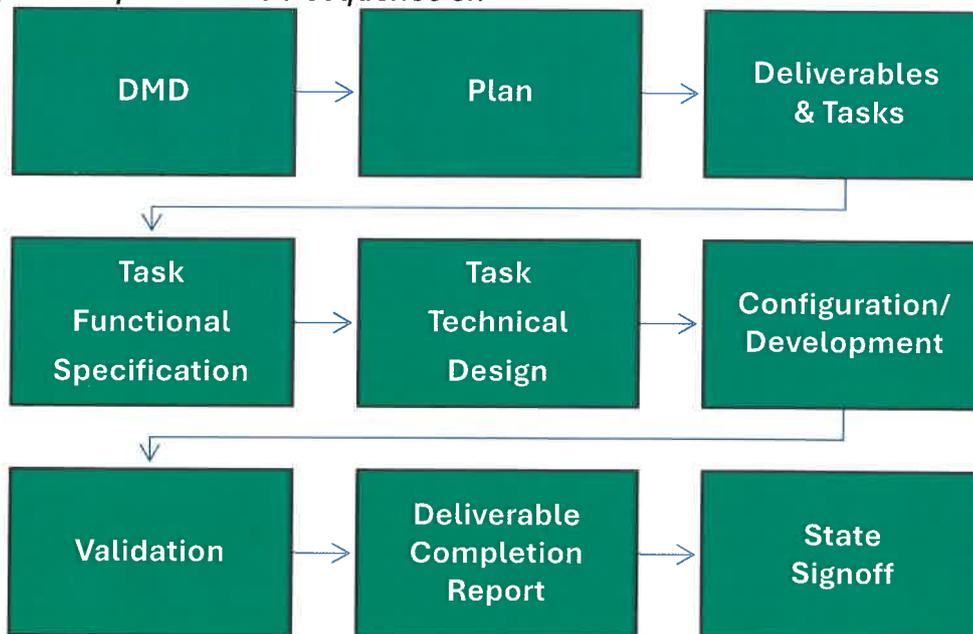


Figure 1. Project Sequence

Creation of the project Pre-Plan occurs early in the Initialization segment. The Pre-Plan is the general framework from which the Working Project Plan is developed during the remainder of the Planning segment. The Planning and Execution segments span AGS' implementation methodology. The detailed project plan is ultimately the driver of the project; however, it can be adjusted during the course of the project.

AGS focuses on careful assessment of the client's business processes and requirements, which are then mapped to an optimal DCT configuration. On-site Business Process Review



meetings and field work result in a *Solution Design* document. The *Solution Design* drives the configuration and development of the application.

Through the Business Process Review, solution design, functional specifications and technical design documents process, the configuration is undertaken. The technical design forms the foundation document that is used by developers to configure the application, while upstream process documents provide further context to the technical design. Technical designs and functional specifications are updated as adjustments are made during each step of development review, testing and UAT. The final documentation for every elemental configuration, along with the full discussion thread, are posted to the AGS issue tracker.

AGS depends on comprehensive due diligence during the Business Process Review and Solution Design process to reduce rework during and after the solution is ready for UAT. The result is a solution which is designed specifically for the WVDOT, but based on DCT's universal data collection and rules engine.

As part of the system's implementation, AGS provides a Cutover Support Plan that outlines the roles, responsibilities, and escalation procedures required during the cutover process.

AGS is experienced in undertaking end-to-end Business Process Reviews, gathering requirements, providing associated documentation, drawings, recommendations, sandbox solutions, data exchange specifications, functional specifications, and technical designs. This analysis forms the basis of all AGS project analysis and implementations. Our longstanding experience implementing similar projects has strengthened our capacity to support our clients in determining the best data collection format and optimal configuration to meet the needs of all project stakeholders.

AGS staff will be onsite at a minimum for:

- *Business Process Review meetings,*
- *Revised Business Process and Solution Design meetings,*
- *Training, and*
- *Go Live.*

Enhanced on-site staffing can be negotiated, however, an effective implementation is facilitated by AGS staff working at our Bismarck, ND headquarters rather than accumulating travel time.

A high-level project plan is provided in Appendix D. The following implementation is based on other AGS project work, and therefore, some of the milestones, deliverables, and tasks may not be directly applicable to WV's Crash Reporting and e-Citation System



Modernization. However, this detail does provide insight on the type of work we have done for other States. This timeline shows a project beginning Monday, June 1, 2026 and the pilot phase initiating March 1, 2028, with statewide rollout continuing through November 2028. Some resource assignments are truncated due to font sizing requirements and the section page limit. Note: The timeline provided in the sample Project Plan will allow WVDOT to achieve SEDC grant timelines. However, the project timeline, including the dates above, is subject to the project start date and any delays outside of AGS' control.



8. Project Staffing (RFP Section 5.3.6.2.7)

Describe the Vendor's proposed project organization for delivery of the requested services. Summarize the experience of the proposed project team. As an attachment (not counted in page limit), provide two-page resumes for each proposed team member that focus on highlighting the specific prior experience relevant to their proposed role on the WVDOT project.

Note, the content in this section addresses requirements from sections 4.2.3.4, 4.2.3.5, and 4.3 of the RFP.

Affinity Global Solutions (AGS) is staffed to provide end-to-end application provisioning and has a full complement of project management, consulting, subject matter expertise, development, server/networking, training, and end-user support staff. The AGS staff who currently support the electronic crash reporting systems, Location Tool, and e-commerce solution for the States of North Dakota (ND), South Dakota (SD), and Kansas (KS) have over 100 years' combined experience working with electronic crash data systems and traffic safety programs.

8.1. Staff Expertise

AGS' extensive history working with traffic safety and crash reporting systems makes us an extremely qualified vendor capable of providing WVDOT with technical assistance and support to address process workflow improvements, NHTSA requirements, Traffic Records Assessment requirements and recommendations, data system updates and enhanced reporting and analysis. AGS has well over 100 years of combined staff experience in analysis, consulting and crash systems implementations.

AGS is staffed with subject matter experts in Traffic Records best practices including federal resources and guidelines such as, but not limited to, the American National Standard Manual on Classification of Motor Vehicle Traffic Crashes (ANSI D.16-2017), the Minimum Model Uniform Crash Criteria (MMUCC), the Fatality Analysis Reporting System (FARS) coding, the American Association of Motor Vehicle Administrators (AAMVA) Standards & Traffic Records Systems Data Dictionary, and the National Crime Information Center (NCIC) Code Manual.

Further, AGS' senior management includes a staff member who is the former Traffic Records Program Manager for ND. The Traffic Records Unit within the ND Highway Safety Division oversees collecting, maintaining, and analyzing motor vehicle crash data and integrating state-level traffic records data systems. Melissa Casteel concurrently served as the Research Analyst and traffic records lead for the Highway Safety Division for 5 years, having oversight of both the Fatal Analysis Reporting System (FARS) and the electronic crash reporting system.

This unique expertise is invaluable for implementing a new crash data system. Our direct experience and in-depth understanding of crash data management sets AGS apart from competitors.



8.2. Vendor Experience

Affinity Global Solutions, LLC (AGS) is a Bismarck, North Dakota (ND)-based software development company that specializes in providing public sector software solutions. AGS has 30 years of experience delivering public sector solutions. AGS has hosted our solutions since 2007. The foundation for these solutions is the AGS DCT/LT (Data Collection Tool/Location Tool) product. This solution is provided through AGS' end-to-end implementation services by our expert staff covering: consulting, project management, analysis, design, development, testing, infrastructure, hosting, training and ongoing support. We are savvy in working with all levels of State project involvement from department stakeholders, management, and end users to State oversight such as procurement, central information technology, and legislative interests. DCT/LT is a mature baseline from which to build WVDOT's Crash Reporting and e-Citation solution.

AGS has provided public sector software solutions of similar and higher complexity to this project to more than a dozen States over the last 30 years. Examples of completed/ongoing work include:

- *Implemented end point data collection and centralized crash reporting in North Dakota, and South Dakota, supporting some 5,000 users;*
- *Implemented DCT/LT in South Dakota (migrated TraCS users to DCT/LT);*
- *Implemented crash report purchase portal for North Dakota DOT and South Dakota DPS.*
- *Currently in the process of implementing DCT/LT in Kansas;*
- *Internal Billing System (SARA) - a web-based data collection, billing, receivables and internal budget projection system for the State of Wyoming Department of Administration and Information, Division of Finance;*
- *W&M Inspections - a web and client-based data collection, synchronization, and centralization, system for performing and managing equipment inspections of all commercially metered goods in the State of South Dakota;*
- *Performance budgeting systems for multiple states both custom built, and with our Internet Budget and Reporting System (IBARS). This includes the States of Montana, Oregon, Maine, Kansas, Wyoming, New Hampshire, and New Jersey;*
- *Legislative committee reporting and bill generation system for the State of Wyoming Legislative Service Office, State of Montana Legislative Fiscal Division and soon State of New Jersey Office of Legislative Services;*
- *eGov Framework - a comprehensive security wrapper, transaction manager and user interface framework for web applications systems used as the foundation for IBARS, SARA, Legislative Tracking, DCT/LT, and Weights and Measures Inspections; and,*
- *Provide hosting services for the States of North Dakota, South Dakota, Wyoming (Budget, Legislative Services, and Accounting divisions), Kansas, and New Jersey.*

AGS leverages its DCT/LT software, which includes form, rule, widget and workflow builders that allow for complex data entry forms and workflow to be built out with limited direct programming. DCT/LT incorporates AGS's eGov Framework that provides role-based



security, browser-server data isolation, display optimization, rich text data entry, diagram, and widget/workflow navigation tools. This allows AGS to create highly tailored, data driven, systems without “building from scratch.”

AGS differentiates our solution delivery by providing a tailored DCT/LT configuration that matches individual state workflow and operational needs. The result is an application shaped specifically to match the State’s business process. Competitors provide a standard product with restricted flexibility requiring the State to conform to the vendor’s application. Through DCT/LT hosting, delivery turnaround is improved as all matters related to the system’s software and supporting infrastructure are provided and managed by one entity (AGS).

DCT includes capabilities that allow it to grow with any future needs; tile work flow, ad hoc query/dashboard, integrated GIS, report and publication generation, rich text support, standalone client application, and remote query API all address the base enterprise license offered in this RFP response.

AGS directly supports thousands of end users through our products and hosting. As a result, the DCT/LT UI receives regular feedback, and suggestions, on its useability. Through AGS research and development, DCT is continuously improved based on this feedback.

Further, AGS invests heavily in product R&D to continuously update the systems we provide. This is done while maintaining our ability to have an entirely integrated solution and an unlimited enterprise license model. AGS is well known for its commitment to customer service, ability to meet deadlines, and having sector-savvy professional software development staff that excel at crunch time. As a small company (seventeen employees), we provide expedited and cost-effective services that large competitors cannot. Despite our small size we exceed our competitors in sector focused/dedicated staff count and years of sector experience, both corporately and in staffing.

8.3. Project Team

Final project staff is determined at contract award and contract initialization due to the high variability of project start timing between projects; however, Figure 2 depicts a standard project organization. Note: All project work is completed by AGS staff; AGS does not use subcontractors. Please see Appendix E for resumes of proposed project personnel.

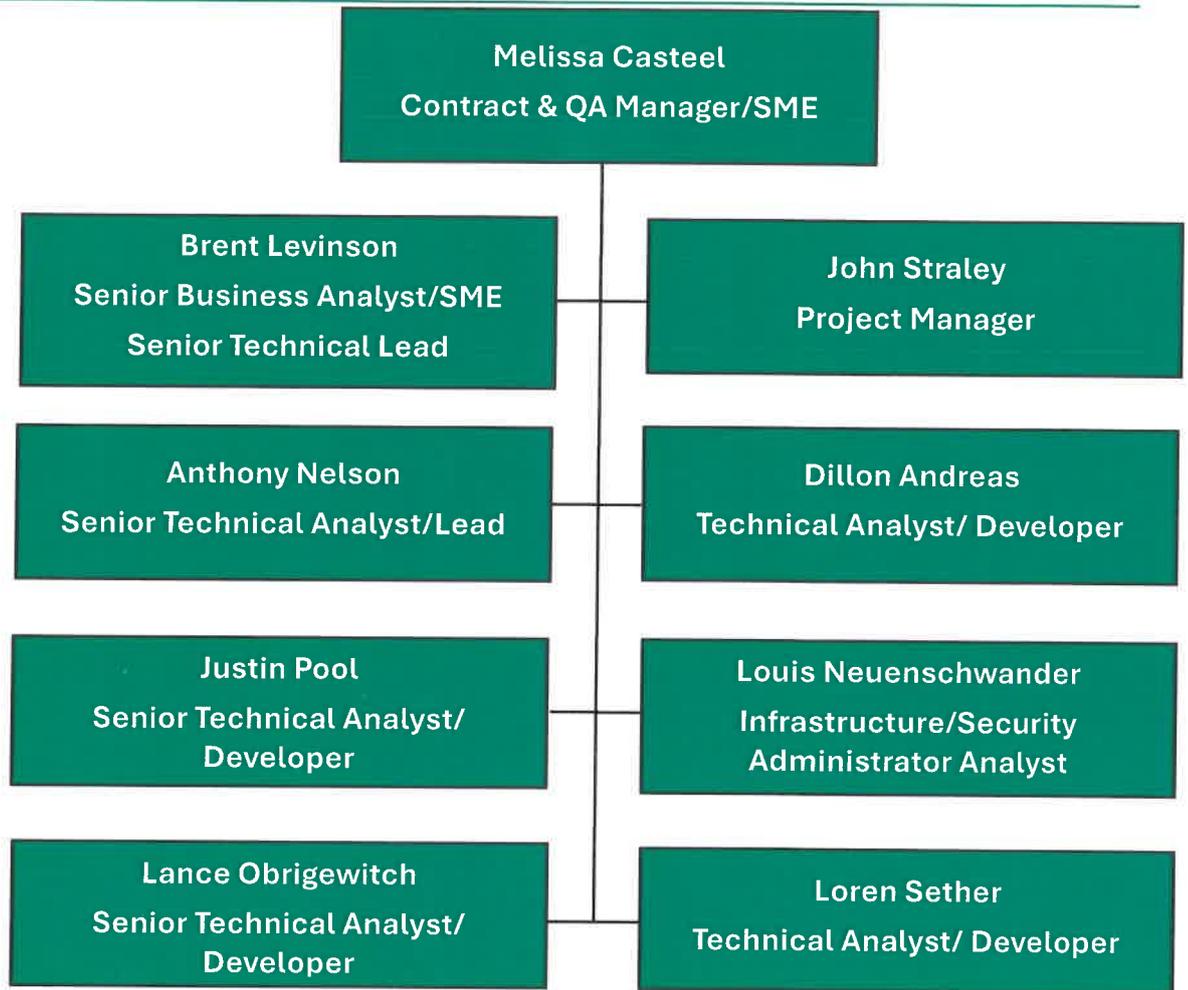


Figure 2. Project Team Chart



9. Project Management (RFP Section 5.3.6.2.8)

Describe the Vendor's proposed project management methodology and approach. This section should not exceed 5 pages.

Note, the content in this section addresses requirements from sections 4.2.2.4 and 4.2.2.5 of the RFP.

Successful implementations require excellent communication among the project team and a consistent method for monitoring the project as it moves through the different phases of implementation. AGS and the WVDOT will jointly manage the project through the creation of a project management team. The project management team will also be responsible for proactively identifying and resolving any project bottlenecks and managing change throughout the project life cycle. The WVDOT and AGS are ultimately responsible for managing the entire implementation effort and ensuring the success of the project.

Effective project planning ensures project goals, objectives, and project scope are properly developed and defined. The first step of the project is to have the team/all parties agree upon/sign off on the project pre-plan. Note, client resources typically have primary responsibilities that are aside and prioritized over project engagement. However, timely turn-around of client tasks is key to keeping this type of project on track.

Project planning also includes further "planning" guides such as: Stakeholder Engagement Plan, Knowledge Transfer Plan, Contingency Plan, Disaster Recovery Plan, Solution Design and Fit Gap Analysis, Data Conversion Plan, Interface Plan, Security Plan, Training Plan, Test Plan, Go-Live Plan etc. The development and client approval of these plans ensures that all team members agree upon on the goals and tasks associated with key areas of the project's execution. Detailed discussion on the purpose, and contents, of the plans mentioned above has not been provided here due to this section's page restriction. However, a number of these plans are discussed in more detail within their respective sections.

While the importance of each of these plans cannot be understated, the key project document is the Solution Design and Fit Gap Analysis. The Solution Design is based on Business Process Review meetings. AGS undertakes Business Process Review meetings to best understand all the issues and requirements associated with the project. These meetings also include discussion on how DCT/LT can be configured to optimally address these issues and requirements. This planning drives the development and configuration of the application. The result of the Business Process Review is the Solution Design Fit Gap Report which details how the DCT/LT system will be configured to meet the State's needs. AGS depends on comprehensive due diligence during the Business Process Review and Solution Design and Fit Gap Analysis process to reduce rework during solutioning and after



the solution is ready for User Acceptance Testing. The Solution Design document is discussed in more detail in Section 5 – Solution Requirements.

Further components of project schedule management include project plan revisions, weekly team meetings, status reporting, risk register and stakeholder / steering committee reporting as follows. Subject to team agreement, the AGS project management methodology can be adjusted to meet the needs of the project.

Shared documents are posted to the AGS issue tracker (for tasks with associated plans, functional specifications and technical designs). This provides a traceable thread from the project plan (through a issue ID column), to the issue ID, to task documents and all associated discussion and decisions. Separately, AGS hosts a document collaboration site for other documents and also a parallel repository for all plan documents, functional specifications and technical designs, etc.

9.1. Project Initialization

The project plan starts with the Pre-Plan formulated at the outset of the project. Through the course of the Business Process Review, the Pre-Plan is further refined. When the Solution Design and Fit Gap Analysis are agreed upon, the Project Plan is updated to account for the detailed scope of the project. As the project continues, project plan task completion percentages are updated as part of the weekly status report. Further tasks may be added to the plan based on team consensus, making the project plan a living document for the duration of the project.

9.2. Steering Committee

AGS anticipates the State provisioning of a Steering Committee. The steering committee would be represented by stakeholders and key management or senior supervisory staff.

The steering committee may not only be utilized for project required oversight, but the project should leverage steering committee relationships for project guidance and critical issue assistance. For example, if State firewall, proxy or security measures impact communications to hosted services, access to Senior Technology Services representation can clear a path to resolution.

9.3. Project Team Meetings

Regular weekly status meetings will be held virtually with the AGS Project Team and the State. These meetings serve to review the status of each major project activity, identify potential problem areas, and assign action items for problem resolution. These status meetings ensure work in progress is technically correct and the results are consistent with project objectives.

Team members will report their activities since the previous meeting, their plans for the next reporting period, and any open issues. This meeting provides the forum for discussing issues



of interest to the entire group. It also ensures that activities requiring coordination among the various team members are being properly addressed. Lastly, it provides continuity to the group and improves team members' ability to understand how their activities fit into the overall project.

9.4. Weekly Status Reports

The Project Manager will complete a written status report on a weekly basis. The format of this report will be agreed upon by AGS and the State. Standard sections included in this report are:

- Reporting period overview,
- Accomplishments during the reporting period,
- Products produced during the reporting period,
- Actual versus scheduled progress of work plan tasks,
- Plans for the next reporting period,
- Problems and issues to be resolved;
 - Problems and issues to be resolved by AGS and their effect on the project schedule;
 - Problems and issues needing to be resolved by the State and their effect on the project schedule; and
 - Problems and issues identified in prior reports which have not been resolved and their effect on the project schedule.
- Early warning signs of potential problems and issues,
- Reporting Period Conclusion, and
- Change order status updates.

This report identifies and documents any problems, issues, or delays on a timely basis and ensures that appropriate action is being taken. It keeps communication open between the AGS Project Team and the State.

Attached to the Status Report is an updated MS Project Plan that itemizes all tasks, resources assigned, percentage complete, associated issue tracker number, and status code color: green (okay), yellow (late), and red (very late).

9.5. Project Schedule

AGS uses MS Project for tracking of project tasks. Major tasks are linked from MS Project into the AGS issue tracker where detailed information on each task is available.

Each task has:

- Start Date
- Duration
- Assigned Resources
- % Complete
- Issue Tracker No.

An updated project plan is provided with the weekly status report. Updates include changes to % Completion of tasks and resource adjustments. On occasion tasks may be removed, or added, from the project plan with consensus of the project team.



9.6. Risk Analysis

Over the last 30 years working with public sector entities, in particular States, AGS has developed a clear understanding of the risks associated with the type of project described in this RFP. These risks include:

- *Client resources changing during the project,*
- *Client resources retiring,*
- *Resistance to change leading to a lack of communicating requirements and lack of interest in project participation,*
- *Client management not having control of resources, and/or client resources having other responsibilities that are prioritized over the project,*
- *Lack of consensus on existing business processes, and*
- *Missed communication of detailed process rules.*

Risk management describes the risks identified for the Project and provides an assessment of each risk event. The Risk Identification List is ranked by Risk Value so that project management resources are applied to managing those risk events that are most likely to jeopardize the project. Identified low risk items do not require the application of project management resources unless the assessment of their Impact or Probability change, or their relative rank changes.

Typically, no more than 20 major risks will be tracked throughout each phase of the project life cycle. As the result of periodic review of project risks – and movement through the life cycle phases – new risks will be added, existing risks may be modified and some risks will be deleted.

9.7. Risk Mitigation

Throughout any project, issues arise that must be addressed. AGS' management approach includes a formalized process for identifying, tracking, reporting, and resolving issues. AGS utilizes a standard for documenting issues, which includes:

- *Description of the issue,*
- *Potential impact,*
- *Critical ranking,*
- *Alternatives, and*
- *Action required to resolve any issue.*

Issues are numbered and logged into an AGS-hosted, issue-tracking system, which is available to the State through the web. Significant issues will be immediately reported to the State; otherwise, they will be included in the weekly status report. Teams' elevated risks become part of the Risk Register, which is regularly reported to the steering committee. The Risk Register is a key document provided to the Stakeholders or a Steering Committee. If needed, this document is useful in obtaining stakeholder help when facing risks that are not within the management or staffing structure of the project. The Risk Register tracks Risk Description, Type, Impact, Probability, Risk Value (calculated), \$ Impact, Mitigation Strategy, Owner and Status.



Optimally, risk mitigation happens through:

- *Involving managers of key approval roles on the Steering Committee. This provides a direct conduit of communications to key stakeholders when the project requires elevated client support or action.*
- *Involving potential adversaries on the project Steering Committee. This brings forth project concerns early on to be addressed in committee.*
- *Creating and maintaining a Risk Register.*
- *Communicating risks and the Risk Register to the Steering Committee on a regular basis.*
- *Undertaking the Risk Review Process as part of ongoing status reporting.*

9.8. Change Management

If, through the course of the project's implementation, AGS determines that a State request is out of scope of the RFP, or the requirements matrix, AGS will bring this matter to the attention of the State project manager. AGS will come to consensus with the State on the out-of-scope request. At the State's request, AGS will create a change order document. The change order will include:

- *Overview: A paragraph describing the change in scope and why the change is necessary to the State's business process.*
- *Detail: Information as necessary to explain what needs to be changed in order to meet the needs of the State.*
- *Impacts: This is a brief list of those items affected or created by the change.*
- *Documentation: A listing of tasks affected by the change outside of development specifically needed to address the change. For example, if the functionality of a screen is changed, this will necessitate an update to related test plan, project plan and system documentation.*
- *Change Management: This is a list of project plan task alterations needed should the change order be approved. When approved, this task list is used to update the project's MS Project plan.*
- *Cost: An itemized list of tasks, resource type, hours, rate and cost for each component of the work associated with the change. Note, AGS change orders are a fixed cost quote.*
- *Change Order Approval: A signature page signed by both AGS and the State's project or contract managers. A signed change order is indication to AGS that work may begin on the request.*

Note, an AGS change order is specifically designed to be a one stop shopping document for both the State and AGS. It incorporates any State needed justifications and contract line references, as well as AGS scope and pricing. This means that when the document is passed through the various stages of review, and approval, it contains the necessary information to facilitate its approval. The change order document also forms part of the project's documentation for audit purposes.



10. Training (RFP Section 5.3.6.2.9)

Describe the Vendor's proposed knowledge transfer and technical training plan during implementation and the first year of production operations to prepare WVDOT IT staff to take over application managed services support for the new system.

Note, the content in this section addresses requirements from section 4.2.2.4 of the RFP.

AGS is experienced in providing all levels and types of training including administrator, technical, core team, operations, end-user and train-the-trainer. Training can be classroom and/or web-based. The training methodology is discussed during the Business Process Review and then documented in the Training Plan. AGS recommends classroom training because, in our experience, this format has proven to be the most effective and efficient method to train users on the new system.

A Training Plan will be delivered as part of the implementation of the project. The Training Plan is a high-level plan that outlines the approach, strategy, resources, course materials, course outlines and proposed schedule for all training. An assessment will be conducted of software training requirements, and any technical training requirements, along with the approach and proposed schedule.

Training Materials are developed based on business process designs (functional specifications and technical designs), test scripts and the results of the Business Process Review sessions held in the previous phase of the project. The State's Training Lead and the AGS Training Lead will work collaboratively to complete the training curriculum, update the training matrix, and update the process to finalize training location, as needed. Typically training materials provide for iterations, one concept at a time, of trainer-led trainings and then related, trainee-initiated exercises.

Further, the DCT/LT Wiki allows for the State (and AGS) to provide WVDOT specific help and training material. The Wiki can embed any type of content and thereby make it accessible through the application Help icon. The Wiki does allow for publication creation where Wiki content is selected to be aggregated into a PDF with a table of contents.

AGS is committed to helping users fully navigate our solution. Post Go-Live, AGS is available as needed to onboard users with training as requested by the State. The specific terms of post go-live training would be detailed through discussion with WVDOT and documented in the training plan.

10.1. Administrative Training

Administrator training covers all aspects of:



- *self-administrating DCT/LT*
 - *reference table maintenance,*
 - *data structures,*
 - *rule structures and maintenance,*
 - *data query,*
 - *other as determined during implementation*
- *understanding the underpinning application technology, and*
- *supporting database tables.*

Technical training is highly tailored to each implementation subject to the needs of the State technical staff assigned to support the solution.

10.2. Core Team Training

Core Team training is performed during the Business Process Review in order for core team contributors to understand the fundamentals of the DCT/LT system. This assists the Business Process Review to most effectively map existing business processes to the new solution.

10.3. UAT Training

UAT training prepares users for using TestLink as a guide to testing, and logging of issues into the AGS issue tracker. TestLink training covers:

- *Review of AGS provide system test scripts,*
- *Replication/edit of test scripts,*
- *Creation of hierarchy and scripts,*
- *Creation of execution plans,*
- *Test execution, and*
- *Issue registration*

10.4. Train-the-trainer Training

The Train-the-Trainer training materials can be completed as system configuration and development nears completion. This class is intended to provide instruction on presentation skills to prepare State trainers for conducting End User Training.

State staff will be identified as trainers who will participate in end user training. These trainers are typically State staff who will be directly involved in the project and who are experts in the solution work flow and processing.

Train-the-Trainer classes are conducted upon the conclusion of the User Acceptance Testing. Training-the-trainer classes also help validate the training environment by the loading and testing the application prior to End User Training.

10.5. End User Training

End user training covers work flow, processes, features and reporting that is required for general operations of the solution.



11. References (RFP Section 5.3.6.2.10)

Provide up to three client references that demonstrate the required and desired experience of the Vendor's proposed solution and the Vendor's implementation experience with the proposed solution. Please provide a brief description of the client project, and the client contact name, email, and phone number. At least one reference should be for the implementation of a crash reporting system and one reference for the implementation of an e-Citation system. Please note that the Agency reserves the right to check other references not provided by the Vendor and to consider the Vendor's prior performance with the Agency (if any) in assessing the Vendor's relevant experience, technical capabilities and ability to deliver on time and on budget.

Note, the content in this section addresses requirements from section 4.3 of the RFP.

11.1. SD DPS Office of Highway Safety/Accident Records

Client/Company Name 1	State of South Dakota, Department of Public Safety, Office of Highway Safety/Accident Records
Client Company Address	118 West Capitol Ave Pierre, SD 57501
Client/Company Contact(s)	Robert Weinmeister, Director P: 605.773.4949 / 605.773.6426 E: robert.weinmeister@state.sd.us F: 605.773.6046
Project Start/Completion Date	2019 – 2022; ongoing contract for maintenance & support through November 30, 2025. Contract renewal under negotiation.
Project Description & Goals	AGS has provided and hosted crash reporting data collection solutions for law enforcement for South Dakota DPS since 2007. AGS has had ongoing support and enhancement projects from project inception through to today. In 2019, AGS began working with DPS to implement our DCT/LT application (LEOS) for crash reporting and traffic ticketing for South Dakota and transition users to it. DCT includes form, rule, widget and workflow builders that allow for complex data entry forms and workflow to be built out with limited direct programming. DCT incorporates AGS' eGov Framework that provides role based security, browser-server data isolation, display optimization, rich text data entry, diagram, and widget/workflow navigation tools. This allows AGS to create highly tailored, data driven, systems without "building from scratch". Diagraming and geo locating of crashes and pin/heat mapping of crashes is integrated within the application.
Offeror's Role in Project	Implementation and support contractor
Offeror's Responsibilities	Statewide collision and citation field reporting, collection, analysis, distribution and hosting for South Dakota DPS. This work involves consulting, design, development, installation, training and ongoing support for all levels of government (Municipal, County, State and BIA) for over 2,200 users. Our crash reporting work not only includes



Client/Company Name 1	State of South Dakota, Department of Public Safety, Office of Highway Safety/Accident Records
	<i>central data collection and distribution to other systems it also includes support of field data collection software, training and end user support. Various data sets are encrypted and provided to other State systems like Driver License, Courts, local Police and Sheriff's RMS systems, Insurance Companies, CarFax, Experion and we also host South Dakota's public access portable for official crash report purchasing.</i>
Offeror's Accomplishments	<i>Through this project AGS has taken both South Dakota from zero percent electronic reporting to nearly 100% electronic crash reporting using AGS provisioned systems.</i>
Project Management Description	<i>The LEOS project followed standard AGS implementation practices, however, there was no AGS, or State, designated project manager. As a result, weekly reporting and status meetings were less formalized for this project. The implementation included a business process review, solution configuration and design, functional and technical gap design, initialization of hosted environments, system configuration and development, data conversion/migration, testing, documentation, training, interfaces, cutover/go-live with project closure and ongoing maintenance. Please refer Section 6 Project Management for details on AGS's standard approach for all projects.</i>

11.2. ND DOT Highway Safety Division

Client/Company Name 3	State of North Dakota, Department of Transportation, Highway Safety Division
Client Company Address	608 East Boulevard Ave Bismarck, ND 58505
Client/Company Contact(s)	Karin Mongeon, Director P: 701.328.4434 E: kamongeon@nd.gov F: 701.328.1487
Project Start/Completion Date	2003 – 2004; ongoing contract for maintenance & support through September 30, 2027.
Project Description & Goals	<i>ND uses TraCS web as the central repository for all crash data for the State. AGS began implementing in October of 2003 which included the development of the electronic crash report along with 7 other electronic forms, including the citation and warning ticket. Because of TraCS becoming the central repository, AGS has continued to undertake new interfaces from TraCS including a court system interface, driver's license, SafetyNet, Carfax, and various other interfaces needed for crash data.</i>
Offeror's Role in Project	<i>Implementation and support contractor</i>
Offeror's Responsibilities	<i>Throughout the project, AGS has been responsible for all development of the electronic forms, for installations of TraCS and the location tool software on agency's networks and MDTs (Mobile</i>



Client/Company Name 3	State of North Dakota, Department of Transportation, Highway Safety Division
	<i>Data Terminal), for conducting training of TraCS, for all documentation related to the project including training documentation, user documentation, system administration documentation, and TraCS support to all statewide agency personnel. In 2014, we began hosting TraCS Web for ND and converting agencies and agencies crash data to the web product.</i>
Offeror's Accomplishments	<i>AGS converted all agencies to the web and supports over 2000 users. We have had multiple TraCS upgrades that we have performed for ND, including a major upgrade in 2020 for web services.</i>
Project Management Description	<i>This original project's implementation was directed by DOT staff. AGS performed solution configuration and design, functional and technical gap design, initialization of hosted environments, system configuration and development, data conversion/migration, testing, documentation, training, interfaces, cutover/go-live with project closure and ongoing maintenance.</i>

11.3. ND DOT Highway Safety Division

Client/Company Name 4	State of North Dakota, Department of Transportation, Highway Safety Division
Client Company Address	<i>608 East Boulevard Ave Bismarck, ND 58505</i>
Client/Company Contact(s)	<i>Maria Gokim, Traffic Records Program Manager/ Research & FARS Analyst P: 701.328.4352 E: mlgokim@nd.gov F: 701.328.1487</i>
Project Start/Completion Date	<i>2018 – 2018; ongoing contract for maintenance & support through September 30, 2027.</i>
Project Description & Goals	<i>In 2017, TraCS sunset its integrated location tool. This TraCS tool used MS Silverlight which had poor non-Microsoft browser support and Microsoft ended its Internet Explorer support for Silverlight in 2021. In 2018, AGS and DOT engaged in a new project to provide a web-based location tool, and pin map, which rolled out at the end of that year. This work is the foundation of DCT's GIS integration.</i>
Offeror's Role in Project	<i>Implementation and support contractor</i>
Offeror's Responsibilities	<i>AGS was responsible for implementing a new LT for TraCS, including training and continued support of the electronic crash reporting system for all ND law enforcement agencies.</i>
Offeror's Accomplishments	<i>We have supported electronic crash reporting (TraCS) for ND since 2003, with many upgrades and changes to the product and forms for data collection.</i>



Client/Company Name 4	State of North Dakota, Department of Transportation, Highway Safety Division
Project Management Description	<i>All AGS system implementations include project management, business process review, solution configuration and design, functional and technical gap design, initialization of hosted environments, system configuration and development, data conversion/migration, testing, documentation, training, interfaces, cutover/go-live with project closure and ongoing maintenance. Please refer to Section 6 Project Management for details on AGS's standard approach for all projects.</i>

11.4. KS DOT, Transportation Safety Data Section

Client/Company Name 5	State of Kansas, Department of Transportation, Transportation Safety Data Section
Client Company Address	<i>700 SW Harrison Topeka, Kansas 66603</i>
Client/Company Contact(s)	<i>Jim Hollingsworth, Safety Data Section Manager P: 785.296.0355 E: jim.hollingsworth@ks.gov</i>
Project Start/Completion Date	<i>2022-present; ongoing contract for maintenance & support through March 31, 2028.</i>
Project Description & Goals	<i>Replace an unsupported statewide legacy crash data collection system with current technology and MMUCC 6 compliance. This solution is an AGS DCT/LT hosted system.</i>
Offeror's Role in Project	<i>End-to-end provider of replacement solution.</i>
Offeror's Responsibilities	<i>This project has weekly project status, and weekly technical review meetings. AGS produces weekly status reports with an updated MS Project Plan. AGS undertook a comprehensive review of existing systems, mapped this to a DCT/LT solution, which resulted in a solution design document. Elements of the solution design have documented functional specifications, technical designs, test scripts, and user documentation.</i>
Offeror's Accomplishments	<i>Current project is 75% complete, anticipated go live is this year (2025).</i>
Project Management Description	<i>The KCDS project includes project management, business process review, solution configuration and design, functional and technical gap design, initialization of hosted environments, system configuration and development, data conversion/migration, testing, documentation, training, interfaces, cutover/go-live with project closure and ongoing maintenance. Please refer to Section 6 Project Management for details on AGS's standard approach for all projects.</i>



12. Cost Proposal (RFP Section 5.3.7)

The Cost Proposal should be completed using the Microsoft Excel Cost Proposal Template provided as Attachment B. The Cost Proposal should be printed out and a soft copy of the completed Microsoft Excel Cost Template provided on a flash drive submitted with the printed copy of the Cost Proposal.

AGS' Cost Proposal is provided in a separate, sealed envelope and also as an electronic file (AGS Attachment B-WVDOT Crash and Citation Modernization Cost Workbook.xlsx).



App A. AGS Capability Statement



CAPABILITY STATEMENT

Implementing Tomorrow's Technology Today.

FEATURED CLIENTS

- Kansas
- Montana
- Maine
- New Hampshire
- New Jersey
- North Dakota
- Oregon
- South Dakota
- Wyoming

CODES & CERTIFICATIONS

NAICS Codes

- 423430
- 513210
- 518210
- 541511
- 541512
- 541519

DUNS Number

- 059263207

WE'VE GOT SOLUTIONS THAT CAN HELP YOUR BUSINESS

ABOUT AGS

Affinity Global Solutions is a software development company that develops key products for specialized markets. Since 1994, AGS has built a strong foundation of innovation and customer service. We provide full-spectrum services to ensure successful implementation of your software. Our business philosophy is to provide high quality services at reasonable rates.



CORE COMPETENCIES

AGS demonstrates leadership in effectively applying the latest technology for the benefit of our clients. We specialize in assisting technical and non-technical personnel in every phase of the application development process. Our staff works with your personnel, providing technical expertise and applying our proven application development methodology to ensure effective solutions for your business requirements related to:

- Public Sector Data Collection
- Budget Software
- Data Synchronization and Aggregation
- Analysis and Reporting Applications
- Data Hosting & End-to-End System Support



CAPABILITY STATEMENT

CORPORATE HEADQUARTERS

812 Burlington Drive,
Suite 300
Bismarck, ND 58504

TOLL FREE
877.528.3438

PHONE
701.223.3565

DIRECT CONTACTS

Trish Pritchard Levinson
trishp@affinitygs.com
701.223.3565 ext 16

Brent Levinson
brentl@affinitygs.com
703.223.3565 ext 17

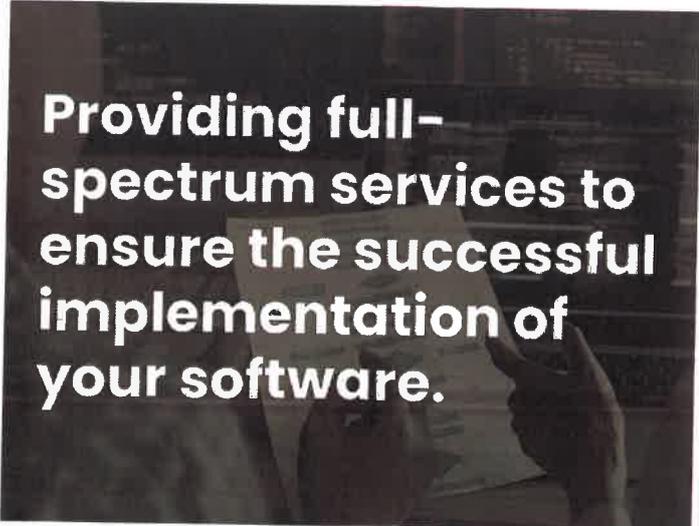
Melissa Casteel
melissac@affinitygs.com
701.223.3565 ext 23

WHAT SETS AGS APART FROM THE COMPETITION?

Our products, services and support are second to none. Despite being a smaller organization, the size and expertise of our staff typically exceeds our larger competitors given our singular focus on public-sector software solutions. AGS has a deep, experienced team of more than 15 experts, developed over 28 years of delivering public sector software solutions to a variety of government entities.

AGS prides itself on its commitment to customer service, continuous R&D and innovation, and its ability to provide the lowest total cost of ownership to its customers. AGS offers both client site installed solutions and hosted/software-as-a-service solutions. We maintain our own data center in order to provide superior service and performance at a competitive cost.

AGS's products are services tailored to public sector entities that develop financial plans and budgets, and control spending. In addition, AGS specializes in data collection tools for law enforcement entities to maintain public safety.



Providing full-spectrum services to ensure the successful implementation of your software.



App B. DCT/LT Brochure

DCT/LT

Integrated field-to-cloud and web based data collection, analysis, reporting and geo-analysis system for public sector

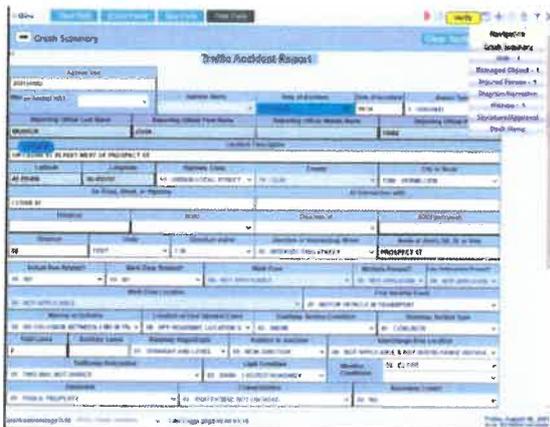
QUICK OVERVIEW

The AGS DCT/LT product provides an integrated solution for offline field data and cloud data collection into a centralized repository. Solutions currently provided through this technology include law enforcement and inspections. The DCT technology provides unlimited opportunity to collect, verify, centralize and report on any data. The ease by which this is done flows from DCT/LT's administrated form and rule building blocks.

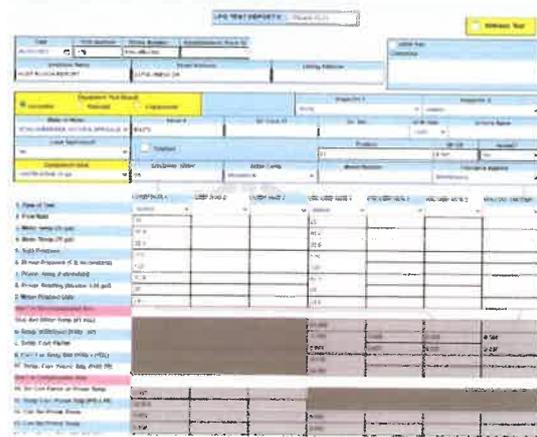
Included in DCT are configurable dashboards to streamline workflow.



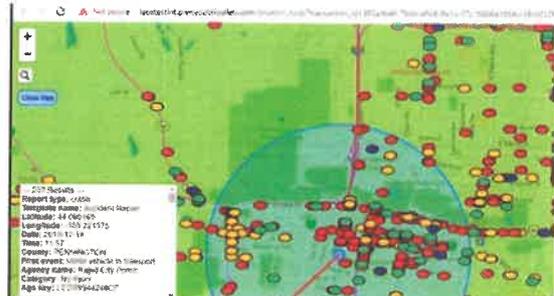
DCT provides sophisticated data collection forms with guided data entry, rules based validation and configurable security and workflow. Sample data collection form is shown below.



Another example of a data collection form appears below.



GIS integration is included. A sample pin map is shown below.



And e-commerce is available where public records provision is needed.

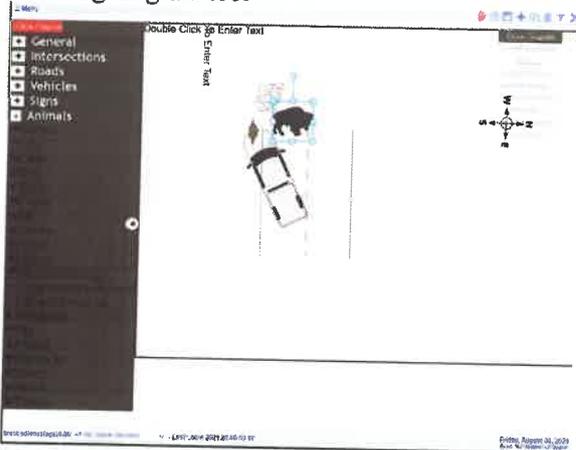




DCT/LT Client

The DCT/LT client is a standalone application for offline data collection. Offline client application features include:

- Dashboard
- Streamlined data entry
- Forms linking
- Interform auto-populating
- Rich narrative entry
- Image attachments
- Rules based validation
- Reporting
- Application auto-update
- Bar scanner interface
- GPS interface
- Other application interfaces (e.g. dispatch)
- Data synchronization with central server. When Internet is accessible the client application synchronizes its data with the central server. Subject to configuration, synchronization includes pushing collected data, receiving shared data, updated reference data, application rules, validations and software updates.
- Drawing/diagram tool



Map/GIS integration

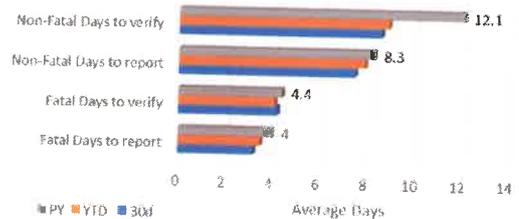


DCT/LT Central Server

The DCT/LT server is a multiuser web application that supports all data entry features of the standalone client application and also provides for centralized analytical and management operations:

- Consolidated database
- Dashboard
- Streamlined data entry
- Forms linking
- Interform auto-populating
- Rich narrative entry
- Drawing/diagramming tool
- Map/GIS integration
- Image attachments
- Rules based validation
- Reporting
- Heat mapping
- Secure web service API query
- Form builder
- Rules builder
- Security management
- Context sensitive online help
- Data synchronization management
- Centralized device, user and security management
- Ecommerce integration
- Analytical reporting

Reporting Timeliness



Hosting

AGS offers both AGS Cloud hosted and also self hosted options. DCT/LT is platform independent. AGS hosting includes:

- Unlimited user licensing
- Dedicated hardware
- Dedicated disaster recovery
- Firewall configurations including IP whitelisting and regional/Geo-IP restrictions
- Optional 2FA client certificate security
- Monthly restoration test and validation

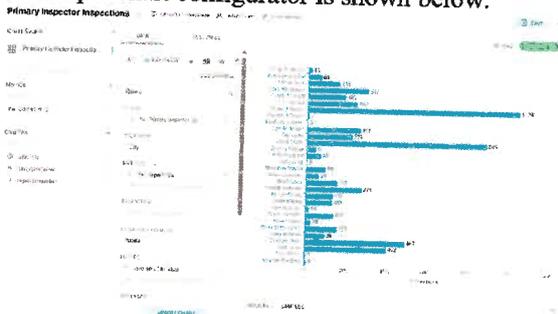


Ad Hoc Dashboard & Query

DCT includes an integrated business intelligence query. This BI functionality includes creation and deployment of dashboards, charts, data sets and queries. Further, each of these includes import/export capabilities such as remote data query, local data import, as well as data/graphic export. As with the entire DCT system, this is configurable by role to provide any level interaction from preconfigured dashboard views through to dashboard development, chart & data set creation, and SQL query. All of this functionality is secured through DCT role security so administrators can provide users with ad hoc access while being confident that the solution enforces role data access privileges. A sample dashboard is shown below.

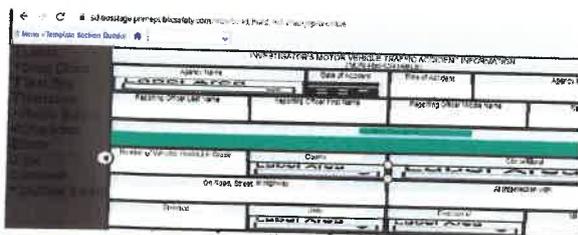


A sample chart configurator is shown below.



DCT Toolkit

DCT includes a complete set of administrative tools for developing data collection forms, applying business rules, configuring dashboards, menus, user roles, security and more. The forms developer is shown below.



Security

DCT has an enterprise role based security model that is configuration based. This provides complete flexibility in setting up each system's security. Users, roles, password controls and their associated security are configured through DCT administration screens. Security configuration covers:

- User administration and role association
- Role administration and functional associations
- User agency association
- Workflow (submission, approval, etc.)
- Dashboard views
- Menu, screen, reporting access
- Screen section and field access
- Screen operational access (e.g. access to functional features such as data Approval)
- View, Insert, Delete, No Access by data set
- Password complexity and expiration parameters
- Full audit trail

Technology

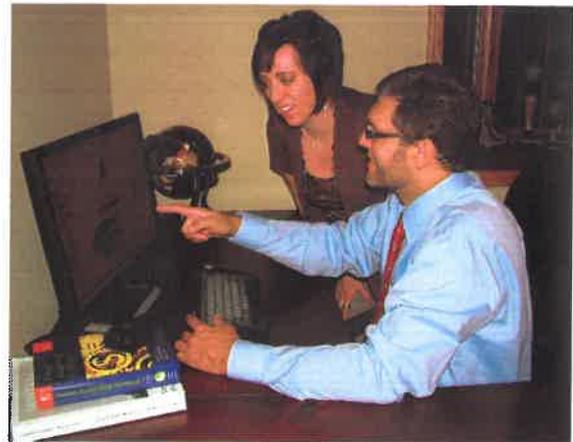
- Enterprise licensed
- Browser compatible with Edge, Internet Explorer, Firefox, Chrome, Safari, and Opera
- Enhanced usability and functionality achieved through AJAX and Fetch API
- Oracle, SQL Server and MySQL compatible, portable to other databases
- Platform independent, runs on any Java EE compliant application server
- Optional OpenID/OAuth2 user access integration
- Optional standalone client for offline data collection and central server synchronization
- AGS hosted or client hosted



Benefits

DCT/LT makes the analysis and collection of data more effective and efficient by:

- Gathering and validating data at the source
- Data collected is consistent, structured and validated data through:
 - . Providing online edit checks
 - . Optimizing data entry based on selections
 - . Validating data
 - . Populating form data through scanning
 - . Populating location through GPS and/or map based selections
 - . Cross populating entries to eliminate redundant forms and re-keying of information
 - . Collecting supporting detail to substantiate entries in the way of rich narrative, attaching images, etc.
 - . Providing search and reporting tools
- Supports centralize management of devices, users and reference data
- Integrating scanners, GPS and dispatch within the field client application



Research and Development

Affinity Global Solutions has dedicated staff focused on providing public sector solutions. **DCT/LT** is a vibrant product with significant ongoing R&D that ensures our customer's investment is retained as business requirements and technologies change.

Our daily interaction with customers gives us a unique knowledge of the pressure points users face using AGS applications. As a result we provide product features that makes **DCT/LT** robust, fast, easy to use and efficient to maintain.

New features and components are provided to our **DCT/LT** community through standard maintenance. Annual presentations keep everyone up to date on what new features are available, what other entities are doing with **DCT/LT** and what future development is planned over the next year.

Cost of Ownership & Licensing

AGS offers an enterprise product with a low cost of ownership through:

- Advanced DCT toolset
- AGS niche focus
- No 3rd party licensing
- Stream lined AGS operations
- AGS maintained data center
- Skilled staff with longevity

AGS products are enterprise licensed which means they have no restrictions on registered users, concurrency or application instance count unless otherwise proposed or contractually agreed.

Support

Clients are provided access to the AGS issue tracker. The issue tracker is accessed through a browser to register/track issues. Clients also primary and secondary contacts available through email, office phone and cell phone. In the event of an emergency, AGS staff are available after hours, and on weekends, for assistance.

AGS's support services include regular software updates, standard enhancements, and any necessary fixes as registered in the issue tracker and/or communicated to AGS by written request.

Our personal attention to customer needs and priorities is unrivaled.



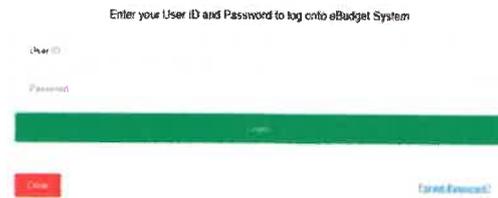
VISION

Affinity Global Solutions takes pride in providing solutions that has few proprietary technology dependencies. For this reason the DCT/LT user interface (browser navigation and dash board), security, reporting and publications, narrative and processing logic are all written/programmed by Affinity Global Solutions. The result is limitless flexibility to provide technology solutions, unfettered by the restrictions of 3rd party licensing and components.

DCT/LT is highly open standards compliant in order to support the broadest range of target application server and browser environments. Technologies used to support DCT/LT are:

- JAVA & JSP (Java Server Pages)
- HTML5 (Hypertext Markup Language)
- JavaScript
- AJAX (Asynchronous JavaScript and XML)
- Fetch API
- XML (Extensible Markup Language)
- CSS (Cascading Style Sheet)
- XSLT (Extensible Style Language Transformation)
- SVG (Scalable Vector Graphics)
- JSON (JavaScript Object Notation)
- GeoJSON (Geographic JSON)
- JDBC (Java Database Connectivity)
- PDF (Portable Document Format)

Use of open standards ensures that as application technologies change, DCT/LT has the broadest available options to adapt and quickly meet needs.



THE COMPANY BEHIND THE SYSTEM AFFINITY GLOBAL SOLUTIONS

DCT/LT was developed by Affinity Global Solutions of Bismarck, North Dakota. It employs the latest web technologies while representing over *nearly 30 years* of development and refinement. Affinity Global Solutions (AGS) was founded by individuals who gained their expertise with KPMG Peat Marwick, Andersen Consulting and Electronic Data Systems. AGS has implemented enterprise-wide systems in the States of Kansas, Maine, Montana, New Hampshire, North Dakota, South Dakota, Oregon, Wyoming and New Jersey.

SUMMARY - WHAT TO DO NOW

If you would like a new data collection, crash, inspections, budget, revenue or legislative system and want more information about the leading software available, call us toll free at 1-877-528-3438. Our team is available to visit your organization, review your needs and demonstrate DCT/LT. We can then help you determine how to acquire your NEW system.



Affinity Global Solutions
"Implementing Tomorrow's Technology Today"

812 Burlington Drive • Suite 300 • Bismarck, ND • 58504 • 1.877.528.3438 • www.affinitygs.com



App C. Solution Requirements Matrix

Req. #	Sub-Category/ Field Name	Business (Functional) Requirement	Vendor Response	Core Mod	3 rd PS	Comments/Notes
Crash1	Crash Record Number	<p>Provide support for the creation of a unique crash report identifier (also referred to as the State Case Number) maintained in the statewide crash data repository. This should be the key element to identify a crash record in the State's crash database, should maintain consistency with the existing Crash Record Number (a 10-character data field).</p> <p><u>Note:</u></p> <ul style="list-style-type: none"> • The unique crash report identifier (also referred to as the State Case Number) maintained in the statewide crash data repository. • This should be the key element to identify a crash record in the State's crash database. 	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set. This often includes layout similar to the paper form in order to facilitate ease of adoption.
Crash2	Secondary Crash	Provide support for the entry and maintenance of an identifier for entry and maintenance of a Secondary Crash Indicator.	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set. This often includes layout similar to the paper form in order to facilitate ease of adoption.
Crash3	DOHCounty	Provide support for the entry and maintenance of a county identifier in which the crash occurred.	Out-of-the-Box with configuration required to meet	DCT/ LT		This is provided by assigning the field to list in the DCT Template builder. The list reference is administrated within the application. Note, if the crash is located with the DCT Location Tool, County is automatically populated.



Req. #	Sub-Category/ Field Name	Business (Functional) Requirement	Vendor Response	Core Mod	3 rd PS	Comments/Notes
Crash4	Crash Location	<p>The system shall provide support for the entry and maintenance of crash location information using a geo-locating tool. This geo-locating tool must be integrated with the State's Linear Referencing System (LRS). The officer must have the ability to override the LRS provided geo-location information as needed.</p> <p><u>Overview of the required functionality:</u> Provide system support or assistance to law enforcement officers entering crash reports via a geo-locating tool. Generally, law enforcement should be able to open a Location Selector within the crash reporting system, centered on their current location and supported by the current WV LRS dataset (a static snapshot). The system should snap the clicked point to the nearest valid LRS route within the configured tolerance. A temporary marker would appear, allowing the officer to visually confirm the selection. A sidebar or pop-up panel would show derived attributes (route, sub-route, county, latitude, longitude, milepost, direction, etc.), and the officer could review and revise any inaccurate data points. As the officer drags the pin on the map, the LRS attributes would update to reflect their appropriate values. If the officer manually updates the route or milepost, the map would highlight the corresponding segment but would not move the marker unless explicitly requested. If system connectivity is down or the LRS service is unavailable, the tool should rely solely on a locally stored static snapshot of the LRS to calculate attributes.</p>	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set.



Req. #	Sub-Category/ Field Name	Business (Functional) Requirement	Vendor Response	Core Mod	3 rd PS	Comments/Notes
Crash5	Crash Location (Lat and Long)	<p>Provide support for the entry and maintenance of the Longitude and Latitude coordinates for the crash location. This functionality should conform to the functionality description provided above in the geolocating tool and be one of the values retrieved from the WV LRS, but also could be overridden by the officer.</p> <p><u>Note:</u></p> <ul style="list-style-type: none"> The Lat and Long must be validated (minimally to confirm that the coordinates are within the WV state borders and conform to WVDOT LRS, except in cases where the crash originates on an offroad location (private property crash)) 	Out-of-the-Box with configuration required to meet	DCT/ LT		DCT includes geolocating as described which integrates and populates map meta data into any forms configured within the application. Edit rules to allow/disallow an officer to override geolocated data is configured through the DCT rules engine.
Crash6	DOHHighway Class	<p>Provide support for the entry and maintenance of the type of facility on which the crash occurred (e.g., Interstate, US, WV, County/HARP, City Street, State Park/Forest Road, Private Road, Private Property/Off-Road, or Other). This functionality should conform to the functionality description provided above in the geolocating tool and be one of the values retrieved from the WV LRS, but also could be overridden by the officer.</p>	Out-of-the-Box with configuration required to meet	DCT/ LT		DCT includes geolocating as described which integrates and populates map meta data into any forms configured within the application. Edit rules to allow/disallow an officer to override geolocated data is configured through the DCT rules engine.
Crash7	DOHRoute	<p>Provide support for the entry and maintenance of the route number on which the crash occurred. This functionality should conform to the functionality description provided above in the geolocating tool and be one of the values retrieved from the WV LRS, but also could be overridden by the officer.</p>	Out-of-the-Box with configuration required to meet	DCT/ LT		DCT includes geolocating as described which integrates and populates map meta data into any forms configured within the application. Edit rules to allow/disallow an officer to override geolocated data is configured through the DCT rules engine.



Req. #	Sub-Category/ Field Name	Business (Functional) Requirement	Vendor Response	Core Mod	3 ^d PS	Comments/Notes
Crash8	DOHSubroute	Provide support for the entry and maintenance of the subroute number on which the crash occurred. This functionality should conform to the functionality description provided above in the geo-locating tool and be one of the values retrieved from the WV LRS, but also could be overridden by the officer.	Out-of-the-Box with configuration required to meet	DCT/ LT		DCT includes geolocating as described which integrates and populates map meta data into any forms configured within the application. Edit rules to allow/disallow an officer to override geolocated data is configured through the DCT rules engine.
Crash9	DOHSupplementalDesignation	Provide support for the entry and maintenance of a special designation of the route on which the crash occurred (e.g., Not Applicable, Alternate, Spur, Ramp, North, South, East, West, Truck Route, Toll, or Other). This functionality should conform to the functionality description provided above in the geo-locating tool and be one of the values retrieved from the WV LRS, but also could be overridden by the officer.	Out-of-the-Box with configuration required to meet	DCT/ LT		DCT includes geolocating as described which integrates and populates map meta data into any forms configured within the application. Edit rules to allow/disallow an officer to override geolocated data is configured through the DCT rules engine.
Crash10	DOHMilepost	Provide support for the entry and maintenance of the milepost at which a crash occurred. This functionality should conform to the functionality description provided above in the geo-locating tool and be one of the values retrieved from the WV LRS, but also could be overridden by the officer.	Out-of-the-Box with configuration required to meet	DCT/ LT		DCT includes geolocating as described which integrates and populates map meta data into any forms configured within the application. Edit rules to allow/disallow an officer to override geolocated data is configured through the DCT rules engine.
Crash11	DOHRamp	Provide support for the entry and maintenance of a field that identifies the entrance or exit ramp on which the crash occurred. This functionality should conform to the functionality description provided above in the geo-locating tool and be one of the values retrieved from the WV LRS, but also could be overridden by the officer.	Out-of-the-Box with configuration required to meet	DCT/ LT		DCT includes geolocating as described which integrates and populates map meta data into any forms configured within the application. Edit rules to allow/disallow an officer to override geolocated data is configured through the DCT rules engine.



Req. #	Sub-Category/ Field Name	Business (Functional) Requirement	Vendor Response	Core Mod	3 rd PS	Comments/Notes
Crash12	DOHStreet/RoadName	Provide support for the entry and maintenance of the Municipal Street name on which a city street crash occurred. This functionality should conform to the functionality description provided above in the geo-locating tool and be one of the values retrieved from the WV LRS, but also could be overridden by the officer.	Out-of-the-Box with configuration required to meet	DCT/LT		DCT includes geolocating as described which integrates and populates map meta data into any forms configured within the application. Edit rules to allow/disallow an officer to override geolocated data is configured through the DCT rules engine.
Crash13	DOHIntersectingStreet	Provide support for the entry and maintenance of the nearest intersecting street to municipal street on which a city street crash occurred. This functionality should conform to the functionality description provided above in the geo-locating tool and be one of the values retrieved from the WV LRS, but also could be overridden by the officer.	Out-of-the-Box with configuration required to meet	DCT/LT		DCT includes geolocating as described which integrates and populates map meta data into any forms configured within the application. Edit rules to allow/disallow an officer to override geolocated data is configured through the DCT rules engine.
Crash14	DOHOther Description of Location	Provide support for the entry and maintenance of an additional description of the crash location. This functionality should conform to the functionality description provided above in the geo-locating tool and be one of the values retrieved from the WV LRS, but also could be overridden by the officer.	Out-of-the-Box with configuration required to meet	DCT/LT		DCT includes geolocating as described which integrates and populates map meta data into any forms configured within the application. Edit rules to allow/disallow an officer to override geolocated data is configured through the DCT rules engine.
Crash15	DOHRelation to Junction	Provide support for the entry and maintenance of the location of the first harmful event of a crash in relation to a specific type of junction. This functionality should conform to the functionality description provided above in the geo-locating tool and be one of the values retrieved from the WV LRS, but also could be overridden by the officer.	Out-of-the-Box with configuration required to meet	DCT/LT		DCT rules in combination with having geolocated the crash in the DCT Location Tool would readily provide this logic. Edit rules to allow/disallow an officer to override geolocated data is configured through the DCT rules engine.



Req. #	Sub-Category/ Field Name	Business (Functional) Requirement	Vendor Response	Core Mod	3 rd PS	Comments/Notes
Crash16	DOHNon-Interchange Junction Type	Provide support for the entry and maintenance of an indicator that specifies whether the crash is the first harmful event and occurs in a Non-Interchange Area. This functionality should conform to the functionality description provided above in the geo-locating tool and be one of the values retrieved from the WV LRS, but also could be overridden by the officer.	Out-of-the-Box with configuration required to meet	DCT/ LT		DCT rules in combination with having geolocated the crash in the DCT Location Tool would readily provide this logic. Edit rules to allow/disallow an officer to override geolocated data is configured through the DCT rules engine.
Crash17	DOHInterchange JCT Type	Provide support for the entry and maintenance of an indicator that specifies whether the first harmful event occurs in an Interchange Area. This functionality should conform to the functionality description provided above in the geo-locating tool and be one of the values retrieved from the WV LRS, but also could be overridden by the officer.	Out-of-the-Box with configuration required to meet	DCT/ LT		DCT includes geolocating as described which integrates and populates map meta data into any forms configured within the application. Edit rules to allow/disallow an officer to override geolocated data is configured through the DCT rules engine.
Crash18	Quality Control Review Date	Provide support for capturing the date and time of the Crash Data Quality Review Date for the crash record (this is by/for the Crash Record Number).	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set.
Crash19	Crash Amended (Date and Time)	Provide support for capturing the dates and times of the Crash Data record (this is by/for the Crash Record Number).	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set.
Crash20	Date and Time Crash Last Amended	Provide support for easily identifying the date and time of the last change or update made to the crash record (by Crash Record Number).	Out-of-the-Box with configuration required to meet	DCT/ LT		History is available both on screen within the crash report and through reporting.



Req. #	Sub-Category/ Field Name	Business (Functional) Requirement	Vendor Response	Core Mod	3 rd PS	Comments/Notes
Crash21	Investigation Completed	Provide support for a Y/N indicator specifying whether the investigation has been completed for the crash record (this is by/for the Crash Record Number). However, allow an authorized user the capability of re-opening and make additional/final revisions.	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set. Edit rules and workflow by role are configured as needed through the implementation process.
Crash22	Investigation Completion Date	Provide support for capturing the investigation complete date and time (this is by/for the Crash Record Number).	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set.
Crash23	Reporting Agency Record Number	Provide support for the entry and maintenance of an agency-specific indicator that identifies a crash report. If the crash report is being entered by a law enforcement officer, this field should be auto-filled based on the law enforcement officer's credentials, but should also be allowed to be changed. <u>Note:</u> • Default for auto-filled number should be 'Off,' and only able to be turned off/on by the administrator for the agency.	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set. Auto-population rules are commonly implemented and well accommodated by the DCT rule system.
Crash24	Number of Vehicles Involved	Provide support for the entry and maintenance of an indicator that specifies the total number of vehicles involved in the crash. The number of vehicles involved will range from 1-n and each of these Vehicle Numbers (i.e., 1-n) should be present in the crash record in order for the crash record to be considered complete.	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set. Unit numbering rules are commonly implemented and well accommodated by the DCT rule system.
Crash25	Number of Non-Motorists Involved	Provide support for the entry and maintenance of an indicator that specifies the total number of Non-Motorists involved in the crash.	Out-of-the-Box with configuration	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set.



Req. #	Sub-Category/ Field Name	Business (Functional) Requirement	Vendor Response	Core Mod	3 rd PS	Comments/Notes
			n required to meet			
Crash26	Number of Fatal Injuries	Provide support for the entry and maintenance of a field that records the total number of fatal injuries occurring as a result of the crash.	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set. Typically, fatality and/or most severe injury would be tracked at the individual level and then if a count is to be recorded, it would be automatically derived.
Crash27	Number of ABC Injuries	Provide support for the entry and maintenance of a field that records the total number of nonfatal injuries occurring as a result of the crash.	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set. Typically, injuries would be tracked at the individual level and then if a count is to be recorded, it would be automatically derived.
Crash28	Date of Crash	Provide support for the entry and maintenance of the date on which the crash occurred.	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set.
Crash29	Time of Crash	Provide support for the entry and maintenance of the time at which the crash occurred.	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set.



Req. #	Sub-Category/ Field Name	Business (Functional) Requirement	Vendor Response	Core Mod	3 rd PS	Comments/Notes
Crash30	Date of Roadway Clearance	Provide support for the entry and maintenance of the date of first recordable awareness when all traffic lanes became available for normal traffic flow. This field should be enterable and maintain consistency and work in tandem with the Time of Roadway Clearance Field.	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set. Rules that have inter-field dependencies as described are well supported by the DCT rule system.
Crash31	Time of Roadway Clearance	Provide support for the entry and maintenance of the time of first recordable awareness when all traffic lanes became available for normal traffic flow. This field should be enterable and maintain consistency with the Date of Roadway Clearance Field.	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set. Rules that have inter-field dependencies as described are well supported by the DCT rule system.
Crash32	Date Reported to Law Enforcement	Provide support for the entry and maintenance of the date on which the crash was reported, and law enforcement was dispatched to the scene.	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set.
Crash33	Time Reported to Law Enforcement	Provide support for the entry and maintenance of the time at which the crash was reported, and law enforcement was dispatched to the scene, be updated in tandem with the Date Reported to Law Enforcement.	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set.
Crash34	Date of Law Enforcement Arrival	Provide support for the entry and maintenance of the date on which law enforcement arrived at the scene. (Note: This field should allow for law enforcement arrival to occur the next day when the crash occurs close enough to midnight for this to become the next day, and should be validated to ensure it is at or after the Time Reported to Law Enforcement.)	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set. Date/Time rules as described are commonly configured and well supported by the DCT rule system.



Req. #	Sub-Category/ Field Name	Business (Functional) Requirement	Vendor Response	Core Mod	3 rd PS	Comments/Notes
Crash35	Time of Law Enforcement Arrival	Provide support for the entry and maintenance of the time law enforcement arrived at the scene and would work in tandem with the Date of Law Enforcement Arrival. See Date of Law Enforcement Arrival validation criteria.	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set. Date/Time rules as described are commonly configured and well supported by the DCT rule system.
Crash36	RR Crossing #	Provide support for the entry and maintenance of a field that indicates if the first harmful occurs at a Railroad Crossing and the number of the crossing. This functionality should conform to the functionality description provided above in the geo-locating tool and be one of the values retrieved from the WV LRS, but also could be overridden by the officer.	Out-of-the-Box with configuration required to meet	DCT/ LT		DCT rules in combination with having geolocated the crash in the DCT Location Tool would readily provide this logic. Edit rules to allow/disallow an officer to override geolocated data is configured through the DCT rules engine.
Crash37	Manner of Collision	Provide support for the entry and maintenance of a field to identify the manner in which two motor vehicles in transport initially came together. This data element should identify the orientation of the two Motor Vehicles In-Transport when they are involved in the FIRST HARMFUL EVENT of a collision crash. If the FIRST HARMFUL EVENT is not a collision between two motor vehicles in-transport, it is classified as such.	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set. This configuration of rules is common in the implementation of a crash report and well supported by the DCT rule system.
Crash38	Environmental Contributing Circumstance 1 - 3	Provide support for the entry and maintenance of a field to identify the Environmental Contributing Circumstances, i.e., environmental conditions that may have contributed to the crash.	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set.
Crash39	Weather Condition 1 - 2	Provide support for the entry and maintenance of a field to identify the prevailing atmospheric conditions that existed at the time of the crash.	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set.



Req. #	Sub-Category/ Field Name	Business (Functional) Requirement	Vendor Response	Core Mod	3 rd PS	Comments/Notes
Crash40	Light Condition	Provide support for the entry and maintenance of a field to identify the Light Condition, i.e., the type / level of light that existed at the time of the crash.	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set. Note, AGS typically includes broad time-of-day cross checking to ensure the light condition selected is in a reasonable range given the time of the crash (e.g., daylight cannot be selected at 1am).
Crash41	Road Surface Condition	Provide support for the entry and maintenance of a field to identify the roadway surface condition at the time of the crash.	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set.
Crash42	Road Surface Type	Provide support for pulling the roadway surface type from the WVDOT LRS System, but allow the user to override if the officer on site sees that the information is incorrect. The field is to identify the roadway surface type for the crash.	Out-of-the-Box with configuration required to meet	DCT/ LT		DCT includes geolocating as described which integrates and populates map meta data (e.g., surface type) into any forms configured within the application. Edit rules to allow/disallow an officer to override geolocated data is configured through the DCT rules engine.
Crash43	Road Surface Type – Other	Provide support for pulling the roadway surface type from the WVDOT LRS System, but allow the user to override if the officer on site sees that the information is incorrect. The field is to identify the roadway surface type for the crash.	Out-of-the-Box with configuration required to meet	DCT/ LT		DCT includes geolocating as described which integrates and populates map meta data (e.g., surface type) into any forms configured within the application. Edit rules to allow/disallow an officer to override geolocated data is configured through the DCT rules engine.
Crash44	First Harmful Event Location	Provide support for the entry and maintenance of a field to identify the location of the first injury or damage producing event as it relates to the roadway for the crash.	Out-of-the-Box with configuration required to meet	DCT/ LT		An AGS provided crash input form is configured to best match's the State's fields, list values, format and rule set.



Req. #	Sub-Category/ Field Name	Business (Functional) Requirement	Vendor Response	Core Mod	3 rd PS	Comments/Notes
Crash45	First Harmful Event	Provide support for the entry and maintenance of a field to identify the first injury or damage producing event that characterizes the crash type.	Out-of-the-Box with configuration required to meet	DCT/ LT		An AGS provided crash input form is configured to best match's the State's fields, list values, format and rule set.
Crash46	Road Contributing Circumstance 1-3	Provide support for the entry and maintenance of a field to record the condition of the road which may have contributed to the crash.	Out-of-the-Box with configuration required to meet	DCT/ LT		An AGS provided crash input form is configured to best match's the State's fields, list values, format and rule set.
Crash47	Road CC - Shoulder Problem	Provide support for the entry and maintenance of a field to record the condition of the road related to a shoulder problem that may have contributed to the crash.	Out-of-the-Box with configuration required to meet	DCT/ LT		An AGS provided crash input form is configured to best match's the State's fields, list values, format and rule set.
Crash48	Road CC - Traffic Control Device Problem	Provide support for the entry and maintenance of a field to record the condition of the road related to a traffic control device problem that may have contributed to the crash.	Out-of-the-Box with configuration required to meet	DCT/ LT		An AGS provided crash input form is configured to best match's the State's fields, list values, format and rule set.
Crash49	Road CC - Work Zone Activity Type	Provide support for the entry and maintenance of a field to record the condition of the road related to a work zone activity type that may have contributed to the crash.	Out-of-the-Box with configuration required to meet	DCT/ LT		An AGS provided crash input form is configured to best match's the State's fields, list values, format and rule set.
Crash50	Road CC - Other	Provide support for the entry and maintenance of a field to record the condition of the road which may have contributed to the crash.	Out-of-the-Box with configuration required to meet	DCT/ LT		An AGS provided crash input form is configured to best match's the State's fields, list values, format and rule set.



Req. #	Sub-Category/ Field Name	Business (Functional) Requirement	Vendor Response	Core Mod	3 rd PS	Comments/Notes
Crash51	Road CC - Work Zone Activity Type	Provide support for the entry and maintenance of a field to record the condition of the road related to a work zone activity type that may have contributed to the crash.	Out-of-the-Box with configuration required to meet	DCT/ LT		An AGS provided crash input form is configured to best match's the State's fields, list values, format and rule set.
Crash52	School Zone Related	Provide support for the entry and maintenance of a field that indicates whether the crash occurred within the boundaries of a school zone or as a result of a back-up of traffic in a school zone.	Out-of-the-Box with configuration required to meet	DCT/ LT		An AGS provided crash input form is configured to best match's the State's fields, list values, format and rule set.
Crash53	School Zone Related - Type of Sign	Provide support for the entry and maintenance of a field to indicate the type of sign(s) present at the school zone.	Out-of-the-Box with configuration required to meet	DCT/ LT		An AGS provided crash input form is configured to best match's the State's fields, list values, format and rule set.
Crash54	School Zone Related – Flashers	Provide support for the entry and maintenance of a field to indicate whether the school zone signing had flashing lights and whether they were active at the time of the crash.	Out-of-the-Box with configuration required to meet	DCT/ LT		An AGS provided crash input form is configured to best match's the State's fields, list values, format and rule set.
Crash55	School Zone Related - SZ Speed Limit	Provide support for the entry and maintenance of a field to identify the speed limit posted in an active school zone.	Out-of-the-Box with configuration required to meet	DCT/ LT		An AGS provided crash input form is configured to best match's the State's fields, list values, format and rule set.



Req. #	Sub-Category/ Field Name	Business (Functional) Requirement	Vendor Response	Core Mod	3 rd PS	Comments/Notes
Crash56	Work Zone Related	Provide support for the entry and maintenance of a field to indicate whether the crash occurred in or was related to a construction, maintenance, or utility work zone, regardless of the presence of workers at the time of the crash. Also, should indicate if the crash resulted from traffic backed-up past the first warning sign of a work zone.	Out-of-the-Box with configuration required to meet	DCT/ LT		An AGS provided crash input form is configured to best match's the State's fields, list values, format and rule set.
Crash57	Work Zone - Workers Present	Provide support for the entry and maintenance of a field to indicate the presence of workers within a work zone at the time of a work zone related crash.	Out-of-the-Box with configuration required to meet	DCT/ LT		An AGS provided crash input form is configured to best match's the State's fields, list values, format and rule set.
Crash58	Work Zone - WZ Speed Limit	Provide support for the entry and maintenance of a field to record the posted work zone speed limit.	Out-of-the-Box with configuration required to meet	DCT/ LT		An AGS provided crash input form is configured to best match's the State's fields, list values, format and rule set.
Crash59	Work Zone - Location of Crash	Provide support for the entry and maintenance of a field to identify the location of the crash within the work zone in relation to the Traffic Control Plan.	Out-of-the-Box with configuration required to meet	DCT/ LT		An AGS provided crash input form is configured to best match's the State's fields, list values, format and rule set.
Crash60	Work Zone - Type of Work Zone	Provide support for the entry and maintenance of a field to identify the type of work zone traffic control plan in place within a work zone.	Out-of-the-Box with configuration required to meet	DCT/ LT		An AGS provided crash input form is configured to best match's the State's fields, list values, format and rule set.



Req. #	Sub-Category/ Field Name	Business (Functional) Requirement	Vendor Response	Core Mod	3 rd PS	Comments/Notes
Crash61	Work Zone- Law Enforcement Present	Provide support for the entry and maintenance of a field to identify whether law enforcement was present within a work zone.	Out-of-the-Box with configuration required to meet	DCT/ LT		An AGS provided crash input form is configured to best match's the State's fields, list values, format and rule set.
Crash62	Related Factors — Crash Level	Provide support for the entry and maintenance of a field to identify all other factors related to the crash.	Out-of-the-Box with configuration required to meet	DCT/ LT		An AGS provided crash input form is configured to best match's the State's fields, list values, format and rule set.
Crash63	Police Reported	Provide support for the entry and maintenance of a Y/N field to indicate whether this crash report was completed and signed by a law enforcement officer or representative appointed by the law enforcement agency (e.g., a non-sworn officer).	Out-of-the-Box with configuration required to meet	DCT/ LT		An AGS provided crash input form is configured to best match's the State's fields, list values, format and rule set.
Crash64	State Reportable Crash	Provide support for the entry and maintenance of a field to indicate whether the crash meets the State's threshold for a reportable crash and is required to be reported by State law. <u>Note</u> (acceptable values): • No – This crash does not meet the State's threshold for a reportable crash and is not required to be reported by State law. • Yes – This crash meets the State's threshold for a reportable crash and is required to be reported by State law.	Out-of-the-Box with configuration required to meet	DCT/ LT		An AGS provided crash input form is configured to best match's the State's fields, list values, format and rule set.
Crash65	Reported By	Provide support for the entry and maintenance of a field to identify the affiliation of the person completing the crash report.	Out-of-the-Box with configuration required to meet	DCT/ LT		An AGS provided crash input form is configured to best match's the State's fields, list values, format and rule set.



Req. #	Sub-Category/ Field Name	Business (Functional) Requirement	Vendor Response	Core Mod	3 rd PS	Comments/Notes
Crash66	Photos Taken	Provide support for the entry and maintenance of a field to indicate whether pictures of the crash were taken.	Out-of-the-Box with configuration required to meet	DCT/ LT		An AGS provided crash input form is configured to best match's the State's fields, list values, format and rule set.
Crash67	Photos Taken - By Whom	Provide support for the entry and maintenance of a field to indicate who took the pictures of the crash.	Out-of-the-Box with configuration required to meet	DCT/ LT		An AGS provided crash input form is configured to best match's the State's fields, list values, format and rule set.
Crash68	Video Taped	Provide support for the entry and maintenance of a field to indicate whether video of the crash was taken.	Out-of-the-Box with configuration required to meet	DCT/ LT		An AGS provided crash input form is configured to best match's the State's fields, list values, format and rule set.
Crash69	Video Taped - By Whom	Provide support for the entry and maintenance of a field to indicate who took video of the crash.	Out-of-the-Box with configuration required to meet	DCT/ LT		An AGS provided crash input form is configured to best match's the State's fields, list values, format and rule set.
Crash70	Investigating Officer Name	Provide support for the entry and maintenance of a field to identify the officer responsible for completing the report along with contact information.	Out-of-the-Box with configuration required to meet	DCT/ LT		An AGS provided crash input form is configured to best match's the State's fields, list values, format and rule set.
Crash71	Investigating Officer Number	Provide support for the entry and maintenance of a field to the officer number responsible for completing the crash report and provides contact information.	Out-of-the-Box with configuration required to meet	DCT/ LT		An AGS provided crash input form is configured to best match's the State's fields, list values, format and rule set.



Req. #	Sub-Category/ Field Name	Business (Functional) Requirement	Vendor Response	Core Mod	3 rd PS	Comments/Notes
Crash72	Investigating Officer Phone	Provide support for the entry and maintenance of a field to capture the phone number for the investigating officer responsible for completing the crash report.	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set. Where possible AGS defaults Officers Phone Number based on the officer's user profile.
Crash73	ORI Number	Provide support for the entry and maintenance of a field to capture the ORI Number of the agency responsible for the crash report.	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set. Where possible AGS defaults ORI based on the officer's agency.
Crash74	Investigating Officer Agency	Provide support for the entry and maintenance of a field to record/identify the agency responsible for the crash report.	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set. Where possible AGS defaults ORI based on the officer's agency.
Crash75	Assisting Officer 1 - 3	Provide support for the entry and maintenance of a field to identify any additional officers assisting with the crash investigation.	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set.
Crash76	Reconstructed	Provide support for the entry and maintenance of a field to record whether the crash was reconstructed (or not). Include a pop-up note if 'yes' to remind investigator that this initial report needs submitted and not to wait on reconstruction report.	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set. The requested warning is readily facilitated by DCT form rules.



Req. #	Sub-Category/ Field Name	Business (Functional) Requirement	Vendor Response	Core Mod	3 rd PS	Comments/Notes
Crash77	Reconstructed - By Whom	Provide support for the entry and maintenance of a field to identify who reconstructed the crash.	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set.
Crash78	Date of Submission	Provide support for the entry and maintenance of a field to record the date (and time) the crash form was submitted.	Out-of-the-Box with configuration required to meet	DCT/ LT		This would be automated through the workflow rule set.
Crash79	Vehicle Number	Provide support for the entry and maintenance of a field to capture a number that uniquely identifies the vehicle involved in the crash. Vehicles involved in the crash are to be numbered from 1 to n. Finalizing a crash record must validate that there is information for "n" vehicles captured in the crash record. Do not allow an "n+1" vehicle to have information entered unless this field (Vehicle Number) supports the logical entry of the vehicle's information, thus requiring the value in this field to be adjusted.	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set. The DCT section (e.g., vehicle) builder well provides exactly for this need.
Crash80	Reporting Agency Record Number	Provide support for the entry and maintenance of a field to capture the agency-specific, unique identifier (for a year) that identifies a crash report. The system must ensure that the Reporting Agency Record Number is unique to the agency (i.e., it can match the Reporting Agency Record Number for another agency) --- that is, the system must prevent the creation of duplicate identifiers under the same agency. The number is provided by the agency itself, not inferred or calculated by the system.	Out-of-the-Box with configuration required to meet	DCT/ LT		Typically, AGS would provide for "Local Case Number" or another field, if necessary, to provide entry of this unique. Further discussion is required to formulate, and agree, on rule logic that determines whether the crash report was an amendment or a duplicate. AGS has extensive prior experience in managing duplicate/amendment determination.



Req. #	Sub-Category/ Field Name	Business (Functional) Requirement	Vendor Response	Core Mod	3 rd PS	Comments/Notes
Crash81	Vehicle Type	Provide PDF417 barcode scanning for all 50 states and automatically fill in field values from the vehicle registration or license plate. Fill in appropriate fields with the scanned information.	Out-of-the-Box with configuration required to meet	DCT/ LT, Local /Offline Client		The Client version of DCT provides for local peripheral interfacing including barcode scanners. Scanned registration, or license plate, data is then populated into the crash report.
Crash82	Vehicle Type	Provide support for the entry and maintenance of a field to identify the vehicle's function at the time of the crash.	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set.
Crash83	Hit and Run	Provide support for the entry and maintenance of a field to indicate whether the vehicle and/or the driver of the vehicle departed the crash scene without stopping to render aid or report the crash.	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set.
Crash84	Driver Presence	Provide support for the entry and maintenance of a field to indicate whether a vehicle was being operated by a driver at the time of the crash.	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set.
Crash85	Special Function	Provide support for the entry and maintenance of a field to identify whether a vehicle was being used for a special purpose at the time of the crash.	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set.



Req. #	Sub-Category/ Field Name	Business (Functional) Requirement	Vendor Response	Core Mod	3 rd PS	Comments/Notes
Crash86	Emergency Motor Veh Use	Provide support for the entry and maintenance of a field to identify whether an official motor vehicle that was involved in the crash was on an emergency response.	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set.
Crash87	Vehicle Used as Bus	Provide support for the entry and maintenance of a field to identify whether vehicle(s) involved in the crash was being utilized as a bus.	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set.
Crash88	Travel Speed	Provide support for the entry and maintenance of a field to indicate the estimated travel speed of the vehicle at the time of the crash.	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set.
Crash89	GVWR or GCWR	Provide support for the entry and maintenance of a field to identify the Gross Vehicle Weight Rating or Gross Combination Weight Rating indicating the weight recommended by the vehicle's manufacturer to be the maximum operational weight for the unit or the maximum operational weight for a combination of units. Note: • When a crash report falls under FMCSA requirements, the system should either hide/show the FMCSA-required fields for data entry.	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set. Visibility/accessibility and entry of additional data is readily facilitated by DCT form rules.



Req. #	Sub-Category/ Field Name	Business (Functional) Requirement	Vendor Response	Core Mod	3 rd PS	Comments/Notes
Crash90	Number of Axles	Provide support for the entry and maintenance of a field to record the number of axles on the vehicle involved in the crash.	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set.
Crash91	Total Occupants	Provide support for the entry and maintenance of a field to indicate the total number of occupants of this vehicle.	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set.
Crash92	Max Occupants	Provide support for the entry and maintenance of a field to indicate the maximum number of individuals the vehicle passenger compartment of this vehicle is designed to hold.	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set.
Crash93	Displaying Haz Mat Placard	Provide support for the entry and maintenance of a field to indicate whether the vehicle was displaying a hazardous materials placard at the time of the crash.	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set.
Crash94	Modified Vehicle	Provide support for the entry and maintenance of a field to indicate whether the vehicle has been modified from its original factory designed state.	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set.
Crash95	Transport for Commerce	Provide support for the entry and maintenance of a field to indicate whether vehicle's primary use is for the transportation of goods, property, or people for commerce.	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set.



Req. #	Sub-Category/ Field Name	Business (Functional) Requirement	Vendor Response	Core Mod	3 rd PS	Comments/Notes
Crash96	Number of Trailing Units	Provide support for the entry and maintenance of a field to identify the number of units trailing the power unit in a combination vehicle.	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set.
Crash97	Related Factors — Vehicle Level Element	Provide support for the entry and maintenance of a field to capture factors related to this vehicle to facilitate identifying and tracking ongoing or emerging issues associated with these vehicle characteristics.	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set.
Crash98	Owner Names	Provide PDF417 barcode scanning for all 50 states and automatically fill in field values from a driver's license. Provide support for the entry and maintenance of a field to identify the individual(s) to whom the vehicle is registered.	Out-of-the-Box with configuration required to meet	DCT/ LT, Local /Offline Client		The Client version of DCT provides for local peripheral interfacing including driver's license scanning. License data is then populated into the crash report.
Crash99	Owner Address	Provide support for the entry and maintenance of a field to identify the point of contact for vehicle owner(s) in the form of an address.	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set.
Crash100	Owner Home Phone	Provide support for the entry and maintenance of a field to record the vehicle owner's phone number in order to contact them following the crash.	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set.
Crash101	Owner Other Phone	Provide support for the entry and maintenance of a field to record an alternate phone number for contacting the vehicle owner following the crash.	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set.



Req. #	Sub-Category/ Field Name	Business (Functional) Requirement	Vendor Response	Core Mod	3 rd PS	Comments/Notes
Crash102	Vehicle Make	Provide support for the entry and maintenance of a field to record the vehicle make. This value should be auto-populated based on the entry of a valid VIN.	Out-of-the-Box with configuration required to meet	DCT/ LT		This is readily facilitated by DCT form rules and VIN mapping reference tables. Note, all reference tables are administrated within the application.
Crash103	Vehicle Model	Provide support for the entry and maintenance of a field to record the vehicle model name. This value should be auto-populated based on the entry of a valid VIN.	Out-of-the-Box with configuration required to meet	DCT/ LT		This is readily facilitated by DCT form rules and VIN mapping reference tables. Note, all reference tables are administrated within the application.
Crash104	Model Year	Provide support for the entry and maintenance of a field to record the year in which the vehicle was manufactured. This value should be auto-populated based on the entry of a valid VIN.	Out-of-the-Box with configuration required to meet	DCT/ LT		This is readily facilitated by DCT form rules and VIN mapping reference tables. Note, all reference tables are administrated within the application.
Crash105	Body Type	Provide support for the entry and maintenance of a field to record the general configuration or shape of a motor vehicle. This value should be auto-populated based on the entry of a valid VIN.	Out-of-the-Box with configuration required to meet	DCT/ LT		This is readily facilitated by DCT form rules and VIN mapping reference tables. Note, all reference tables are administrated within the application.
Crash106	Color	Provide support for the entry and maintenance of a field to record the color description of the vehicle involved. This value should be auto-populated based on the entry of a valid VIN; however, allow the value to be changed (to support aftermarket color changes to vehicle's original color).	Out-of-the-Box with configuration required to meet	DCT/ LT		This is readily facilitated by DCT form rules and VIN mapping reference tables. Note, all reference tables are administrated within the application.



Req. #	Sub-Category/ Field Name	Business (Functional) Requirement	Vendor Response	Core Mod	3 rd PS	Comments/Notes
Crash107	VIN	Provide support for the entry and maintenance of the vehicle VIN, a unique combination of 17 alphanumeric characters assigned to a specific motor vehicle designated by the manufacturer. The VIN entry should be validated against a validation service to ensure the accuracy of the data entry. Upon successful lookup of the VIN, automatically populate associated attributes such as the auto manufacturer, body type, color, etc. and allow color to overridden if necessary.	Out-of-the-Box with configuration required to meet	DCT/ LT		A DCT rule calling a VIN API retrieves this data.
Crash108	Plate Class	Provide support for the entry and maintenance of a field to identify the type of registration for the vehicle.	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set.
Crash109	Plate Number	Provide support for the entry and maintenance of a field to record the combination of letters and numbers displayed on the license plate or tag affixed to the motor vehicle.	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set.
Crash110	Registration State	Provide support for the entry and maintenance of a field to identify the state, territory, government, etc. issuing the license plate for the vehicle.	Out-of-the-Box with configuration required to meet	DCT/ LT		This is provided by assigning the field to list in the DCT Template builder. The list reference is administrated within the application.
Crash111	Registration Year	Provide support for the entry and maintenance of a field to identify the year in which the vehicle's registration expires.	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set.



Req. #	Sub-Category/ Field Name	Business (Functional) Requirement	Vendor Response	Core Mod	3 rd PS	Comments/Notes
Crash112	Registration Status	Provide support for the entry and maintenance of a field to identify the indicate whether the vehicle was in compliance with applicable motor vehicle registration laws at the time of the crash.	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set.
Crash113	Liability Insurance	Provide support for the entry and maintenance of a field to identify the indicate whether the vehicle involved in the crash was covered by auto liability insurance at the time of the crash.	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set.
Crash114	Insurance Company	Provide support for the entry and maintenance of a field to identify the name of the company insuring the involved vehicle at the time of the crash.	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set.
Crash115	Insurance Policy Number	Provide support for the entry and maintenance of a field to record the insurance policy number covering the involved vehicle.	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set.
Crash116	Insurance Expiration Date	Provide support for the entry and maintenance of a field to identify the date after which the insurance policy is no longer valid.	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set.
Crash117	Insurance Agent	Provide support for the entry and maintenance of a field to identify the point of contact to verify validity of insurance.	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set.



Req. #	Sub-Category/ Field Name	Business (Functional) Requirement	Vendor Response	Core Mod	3 rd PS	Comments/Notes
Crash118	Direction of Travel Prior to Crash	Provide support for the entry and maintenance of a field to record the direction the motor vehicle was traveling prior to the crash.	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set.
Crash119	Applicable Speed Limit (MPH)	Provide support for the entry and maintenance of a field to record the speed limit which applies to this particular vehicle at the time of the crash.	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set.
Crash120	Roadway Description	Provide support for the entry and maintenance of a field to record the general description of the roadway layout and flow.	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set.
Crash121	Median Barrier Presence	Provide support for the entry and maintenance of a field to identify whether the trafficway associated with this vehicle included a median barrier, just prior to this vehicle's involvement in the crash.	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set.
Crash122	Total Lanes in Roadway	Provide support for the entry and maintenance of a field to record the number of lanes on the roadway which the vehicle was traveling. Populate this value from the WVDOT LRS System with ability for the user to override.	Out-of-the-Box with configuration required to meet	DCT/ LT		DCT includes geolocating as described which integrates and populates map meta data into any forms configured within the application. Edit rules to allow/disallow an officer to override geolocated data is configured through the DCT rules engine.
Crash123	Traffic Control Device	Provide support for the entry and maintenance of a field to identify the type of traffic control device that was applicable to the vehicle at the crash location.	Out-of-the-Box with configuration	DCT/ LT		This is provided by assigning the field to list in the DCT Template builder. The list reference is administrated within the application.



Req. #	Sub-Category/ Field Name	Business (Functional) Requirement	Vendor Response	Core Mod	3 rd PS	Comments/Notes
			n required to meet			
Crash124	Traffic Control Device Function	Provide support for the entry and maintenance of a field to indicate whether the traffic control device that was applicable to the vehicle was functioning properly at the time of the crash.	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set.
Crash125	Horizontal Roadway Alignment	Provide support for the entry and maintenance of a field to indicate the horizontal geometry or layout of the roadway in the direction the vehicle was traveling.	Out-of-the-Box with configuration required to meet	DCT/ LT		This is provided by assigning the field to list in the DCT Template builder. The list reference is administrated within the application.
Crash126	Vertical Roadway Alignment (Roadway Grade)	Provide support for the entry and maintenance of a field to indicate the vertical geometry or layout of the roadway in the direction the vehicle was traveling.	Out-of-the-Box with configuration required to meet	DCT/ LT		This is provided by assigning the field to list in the DCT Template builder. The list reference is administrated within the application.
Crash127	Roadway Surface Condition	Provide support for the entry and maintenance of a field to identify the roadway surface condition for this vehicle, just prior to this vehicle's involvement in the crash.	Out-of-the-Box with configuration required to meet	DCT/ LT		This is provided by assigning the field to list in the DCT Template builder. The list reference is administrated within the application.
Crash128	Property Damaged	Provide support for the entry and maintenance of a field to indicate property which was damaged by this vehicle during the crash.	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set.



Req. #	Sub-Category/ Field Name	Business (Functional) Requirement	Vendor Response	Core Mod	3 rd PS	Comments/Notes
Crash129	Property Damage - Pole Number	Provide support for the entry and maintenance of a field to indicate the number of the pole that was damaged by a vehicle during the crash.	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set.
Crash130	Property Damage Owner	Provide support for the entry and maintenance of a field to identify the owner of the property damaged in the crash.	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set.
Crash131	Property Damage Owner – Other	Provide support for the entry and maintenance of a field to identify the owner of the property damaged in the crash.	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set.
Crash132	Property Damage Location	Provide support for the entry and maintenance of a field to describe the location of property damaged by this vehicle.	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set.
Crash133	Impact Role	Provide support for the entry and maintenance of a field to identify the role that the vehicle played in the crash.	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set.



Req. #	Sub-Category/ Field Name	Business (Functional) Requirement	Vendor Response	Core Mod	3 rd PS	Comments/Notes
Crash134	Override Override	Provide support for the entry and maintenance of a field to identify whether the crash involved a vehicle that either slides under or rides up on another vehicle during a crash.	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set.
Crash135	Vehicle Maneuver/Action (Vehicle Status Prior to Critical Event)	Provide support for the entry and maintenance of a field to record the controlled maneuver of this vehicle prior to the beginning of the sequence of events.	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set.
Crash136	Crash Avoidance Maneuver	Provide support for the entry and maintenance of a field to record the maneuver of the vehicle at the onset of the crash to attempt to prevent the crash.	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set.
Crash137	Contributing Circumstances , Motor Vehicle Element	Provide support for the entry and maintenance of a field to record re-existing motor vehicle defects or maintenance conditions that may have contributed to the crash.	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set.
Crash138	Occurrence of Fire	Provide support for the entry and maintenance of a field to indicate whether a vehicle fire occurred as a result of the crash or as a result of vehicle equipment failure or malfunction.	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set.



Req. #	Sub-Category/ Field Name	Business (Functional) Requirement	Vendor Response	Core Mod	3 rd PS	Comments/Notes
Crash139	Sequence of Events	Provide support for the entry and maintenance of a field to record the most important sequential crash events of this motor vehicle.	Out-of-the-Box with configuration required to meet	DCT/ LT		This is provided by assigning the field to list in the DCT Template builder. The list reference is administrated within the application.
Crash140	Most Harmful Event	Provide support for the entry and maintenance of a field to record the single event that resulted in the most severe injury involving this motor vehicle. If no one was injured, the event responsible for producing the greatest property damage to this vehicle.	Out-of-the-Box with configuration required to meet	DCT/ LT		This is provided by assigning the field to list in the DCT Template builder. The list reference is administrated within the application.
Crash141	Extent of Damage	Provide support for the entry and maintenance of a field to record the estimation of the total damage to the vehicle in the crash.	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set.
Crash142	Manner Left Scene (Vehicle Towed)	Provide support for the entry and maintenance of a field to describe how the vehicle was removed from the scene following the crash.	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set.
Crash143	Towed To	Provide support for the entry and maintenance of a field to indicate where a vehicle that was towed from the scene was taken following the crash.	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set.
Crash144	Towed By	Provide support for the entry and maintenance of a field to indicate who was responsible for towing a disabled or damaged vehicle following the crash.	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set.



Req. #	Sub-Category/ Field Name	Business (Functional) Requirement	Vendor Response	Core Mod	3 rd PS	Comments/Notes
Crash145	Vehicle Damage Diagram Type	The system shall allow entry of multiple vehicle records for a single crash, with each vehicle assigned one body type. For each vehicle, the system shall provide a diagram-based tool to record both the initial contact point (single-select) and all applicable damaged areas (multi-select). If "No Damage" is selected, the extent of damage must automatically be set to "No Damage" and no other damage areas may be selected. The vehicle may also include motorcycle, tractor trailer, etc.	Out-of-the-Box with configuration required to meet	DCT/ LT		Vehicle sections may be added as necessary to complete the crash report. The vehicle section typically includes a clickable body image to indicate the location of damage.
Crash146	Damaged Area(s)	Provide support for the entry and maintenance of a field to indicate the areas of the vehicle receiving damage in the crash.	Out-of-the-Box with configuration required to meet	DCT/ LT		This is provided by assigning the field to list in the DCT Template builder. The list reference is administrated within the application.
Crash147	Area of Initial Impact (Initial Contact Point)	Provide support for the entry and maintenance of a field to record the indicate the area of the vehicle that received the initial impact in the crash.	Out-of-the-Box with configuration required to meet	DCT/ LT		This is provided by assigning the field to list in the DCT Template builder. The list reference is administrated within the application.
Crash148	Most Damaged Area	Provide support for the entry and maintenance of a field to indicate the area of the vehicle that received the most damage in the crash.	Out-of-the-Box with configuration required to meet	DCT/ LT		This is provided by assigning the field to list in the DCT Template builder. The list reference is administrated within the application.
Crash149	Trailing Unit 1 Owner Same As Power Unit	Provide PDF417 barcode scanning for all 50 states and automatically fill in field values from the vehicle registration or license plate. Fill in appropriate fields with the scanned information.	Out-of-the-Box with configuration required to meet	DCT/ LT, Local /Offline Client		The Client version of DCT provides for local peripheral interfacing including vehicle registration, or license plate, scanning. Scanned data is then populated into the crash report.



Req. #	Sub-Category/ Field Name	Business (Functional) Requirement	Vendor Response	Core Mod	3 rd PS	Comments/Notes
Crash150	Trailing Unit 1 Owner Same As Power Unit	Provide support for the entry and maintenance of a field to indicate if the owner of the trailing unit is the same as the power unit.	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set.
Crash151	Trailing Unit 1 Owner Name	Provide support for the entry and maintenance of a field to indicate the identify the motor carrier or owner of the trailing unit(s).	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set.
Crash152	Trailing Unit 1 Address	Provide support for the entry and maintenance of a field to indicate the contact information for the motor carrier or owner of the trailing unit(s).	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set.
Crash153	Trailing Unit 1 City	Provide support for the entry and maintenance of a field to indicate the contact information for the motor carrier or owner of the trailing unit(s).	Out-of-the-Box with configuration required to meet	DCT/ LT		Typically, AGS crash reports drive the City through a list value when the local State is selected, then allowing for manual entry of out-of-state cities. Any list/rule configuration would be subject to the State's approval.
Crash154	Trailing Unit 1 State	Provide support for the entry and maintenance of a field to indicate the contact information for the motor carrier or owner of the trailing unit(s).	Out-of-the-Box with configuration required to meet	DCT/ LT		This is provided by assigning the field to list in the DCT Template builder. The list reference is administrated within the application.
Crash155	Trailing Unit 1 Zip	Provide support for the entry and maintenance of a field to indicate the contact information for the motor carrier or owner of the trailing unit(s).	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set.



Req. #	Sub-Category/ Field Name	Business (Functional) Requirement	Vendor Response	Core Mod	3 rd PS	Comments/Notes
Crash156	Trailing Unit 1 Phone	Provide support for the entry and maintenance of a field to indicate the contact information for the motor carrier or owner of the trailing unit(s).	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set.
Crash157	Trailing Unit 1 VIN	Provide support for the entry and maintenance of a field to record the unique combination of letters and numbers assigned to a specific motor vehicle.	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set.
Crash158	Trailing Unit 1 License Plate Class	Provide support for the entry and maintenance of a field to record the type of registration for this trailing unit.	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set.
Crash159	Trailing Unit 1 License Plate Number	Provide support for the entry and maintenance of a field to record the combination of letters and numbers displayed on the registration plate or tag affixed to the trailing unit.	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set.
Crash160	Trailing Unit 1 Registration State	Provide support for the entry and maintenance of a field to identify the state, territory, government, etc. issuing the registration plate for the trailing unit.	Out-of-the-Box with configuration required to meet	DCT/ LT		This is provided by assigning the field to list in the DCT Template builder. The list reference is administrated within the application.
Crash161	Trailing Unit 1 Registration Year	Provide support for the entry and maintenance of a field to record the year in which the trailing unit's registration expires.	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set.



Req. #	Sub-Category/ Field Name	Business (Functional) Requirement	Vendor Response	Core Mod	3 rd PS	Comments/Notes
Crash162	Trailing Unit 1 Make	Provide support for the entry and maintenance of a field to record the distinctive name distinguishing a motor vehicle's manufacturer.	Out-of-the-Box with configuration required to meet	DCT/ LT		This is provided by assigning the field to list in the DCT Template builder. The list reference is administrated within the application.
Crash163	Trailing Unit 1 Model	Provide support for the entry and maintenance of a field to record the manufacturer assigned name denoting a group of vehicles that have a degree of similarity in construction.	Out-of-the-Box with configuration required to meet	DCT/ LT		This is provided by assigning the field to list in the DCT Template builder. The list reference is administrated within the application.
Crash164	Trailing Unit 1 Model Year	Provide support for the entry and maintenance of a field to record the year in which the trailing unit was manufactured.	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set.
Crash165	Trailing Unit 1 Body Type	Provide support for the entry and maintenance of a field to record the indicate the general configuration or shape of a motor vehicle.	Out-of-the-Box with configuration required to meet	DCT/ LT		This is provided by assigning the field to list in the DCT Template builder. The list reference is administrated within the application.
Crash166	Trailing Unit 2 Owner Same As Power Unit	Provide support for the entry and maintenance of a field to indicate if the owner of the trailing unit is the same as the power unit.	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set.
Crash167	Trailing Unit 2 Owner Name	Provide support for the entry and maintenance of a field to record the identify individual(s) to whom the vehicle is registered.	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set.



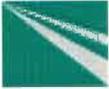
Req. #	Sub-Category/ Field Name	Business (Functional) Requirement	Vendor Response	Core Mod	3 rd PS	Comments/Notes
Crash168	Trailing Unit 2 Address	Provide support for the entry and maintenance of a field to provide a point of contact for the vehicle owner(s).	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set.
Crash169	Trailing Unit 2 City	Provide support for the entry and maintenance of a field to provide a point of contact for the vehicle owner(s).	Out-of-the-Box with configuration required to meet	DCT/ LT		Typically, AGS crash reports drive the City through a list value when the local State is selected, then allowing for manual entry of out-of-state cities. Any list/rule configuration would be subject to the State's approval.
Crash170	Trailing Unit 2 State	Provide support for the entry and maintenance of a field to provide a point of contact for the vehicle owner(s).	Out-of-the-Box with configuration required to meet	DCT/ LT		This is provided by assigning the field to list in the DCT Template builder. The list reference is administrated within the application.
Crash171	Trailing Unit 2 Zip	Provide support for the entry and maintenance of a field to provide a point of contact for the vehicle owner(s).	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set.
Crash172	Trailing Unit 2 Phone	Provide support for the entry and maintenance of a field to provide a means of contacting the vehicle owner following the crash.	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set.
Crash173	Trailing Unit 2 VIN	Provide support for the entry and maintenance of a field to record the unique combination of letters and numbers assigned to a specific motor vehicle.	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set.



Req. #	Sub-Category/ Field Name	Business (Functional) Requirement	Vendor Response	Core Mod	3 rd PS	Comments/Notes
Crash174	Trailing Unit 2 License Plate Class	Provide support for the entry and maintenance of a field to indicate the type of registration for this trailing unit.	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set.
Crash175	Trailing Unit 2 License Plate Number	Provide support for the entry and maintenance of a field to record the combination of letters and numbers displayed on the registration plate or tag affixed to the trailing unit.	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set.
Crash176	Trailing Unit 2 Registration State	Provide support for the entry and maintenance of a field to identify the state, territory, government, etc. issuing the registration plate for the trailing unit.	Out-of-the-Box with configuration required to meet	DCT/ LT		This is provided by assigning the field to list in the DCT Template builder. The list reference is administrated within the application.
Crash177	Trailing Unit 2 Registration Year	Provide support for the entry and maintenance of a field to identify the year in which the trailing unit's registration expires.	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set.
Crash178	Trailing Unit 2 Make	Provide support for the entry and maintenance of a field to record the distinctive name distinguishing a motor vehicle's manufacturer.	Out-of-the-Box with configuration required to meet	DCT/ LT		This is provided by assigning the field to list in the DCT Template builder. The list reference is administrated within the application.
Crash179	Trailing Unit 2 Model	Provide support for the entry and maintenance of a field to record the manufacturer assigned name denoting a group of vehicles that have a degree of similarity in construction.	Out-of-the-Box with configuration required to meet	DCT/ LT		This is provided by assigning the field to list in the DCT Template builder. The list reference is administrated within the application.



Req. #	Sub-Category/ Field Name	Business (Functional) Requirement	Vendor Response	Core Mod	3 rd PS	Comments/Notes
Crash180	Trailing Unit 2 Model Year	Provide support for the entry and maintenance of a field to record the year in which the trailing unit was manufactured.	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set.
Crash181	Trailing Unit 2 Body Type	Provide support for the entry and maintenance of a field to record the general configuration or shape of a motor vehicle.	Out-of-the-Box with configuration required to meet	DCT/ LT		This is provided by assigning the field to list in the DCT Template builder. The list reference is administrated within the application.
Crash182	Trailing Unit 3 Owner Same As Power Unit	Provide support for the entry and maintenance of a field to indicate if the owner of the trailing unit is the same as the power unit. Further, triple towing is not permitted in West Virginia, and, as a result, a popup warning or reminder should be issued to the law enforcement officer entering the crash report denoting that this is a violation.	Out-of-the-Box with configuration required to meet	DCT/ LT		The warning is readily facilitated using DCT form rules.
Crash183	Trailing Unit 3 Owner Name	Provide support for the entry and maintenance of a field to record the individual(s) to whom the vehicle is registered.	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set.
Crash184	Trailing Unit 3 Address	Provide support for the entry and maintenance of a field to record the provide a point of contact for vehicle owner(s).	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set.
Crash185	Trailing Unit 3 City	Provide support for the entry and maintenance of a field to provide a point of contact for vehicle owner(s).	Out-of-the-Box with configuration	DCT/ LT		Typically, AGS crash reports drive the City through a list value when the local State is selected, then allowing for manual entry of out-of-state cities. Any



Req. #	Sub-Category/ Field Name	Business (Functional) Requirement	Vendor Response	Core Mod	3 rd PS	Comments/Notes
			n required to meet			list/rule configuration would be subject to the State's approval.
Crash186	Trailing Unit 3 State	Provide support for the entry and maintenance of a field to provide a point of contact for vehicle owner(s).	Out-of-the-Box with configuration required to meet	DCT/ LT		This is provided by assigning the field to list in the DCT Template builder. The list reference is administrated within the application.
Crash187	Trailing Unit 3 Zip	Provide support for the entry and maintenance of a field to provide a point of contact for vehicle owner(s).	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set.
Crash188	Trailing Unit 3 Phone	Provide support for the entry and maintenance of a field to provide a means to contact the vehicle owner following the crash.	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set.
Crash189	Trailing Unit 3 VIN	Provide support for the entry and maintenance of a field to record the unique combination of letters and numbers assigned to a specific motor vehicle.	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set.
Crash190	Trailing Unit 3 License Plate Class	Provide support for the entry and maintenance of a field to indicate the type of registration for this trailing unit.	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set.



Req. #	Sub-Category/ Field Name	Business (Functional) Requirement	Vendor Response	Core Mod	3 rd PS	Comments/Notes
Crash191	Trailing Unit 3 License Plate Number	Provide support for the entry and maintenance of a field to record the combination of letters and numbers displayed on the registration plate or tag affixed to the trailing unit.	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set.
Crash192	Trailing Unit 3 Registration State	Provide support for the entry and maintenance of a field to identify the state, territory, government, etc. issuing the registration plate for the trailing unit.	Out-of-the-Box with configuration required to meet	DCT/ LT		This is provided by assigning the field to list in the DCT Template builder. The list reference is administrated within the application.
Crash193	Trailing Unit 3 Registration Year	Provide support for the entry and maintenance of a field to identify the year in which the trailing unit's registration expires.	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set.
Crash194	Trailing Unit 3 Make	Provide support for the entry and maintenance of a field to record the distinctive name distinguishing a motor vehicle's manufacturer.	Out-of-the-Box with configuration required to meet	DCT/ LT		This is provided by assigning the field to list in the DCT Template builder. The list reference is administrated within the application.
Crash195	Trailing Unit 3 Model	Provide support for the entry and maintenance of a field to record the manufacturer assigned name denoting a group of vehicles that have a degree of similarity in construction.	Out-of-the-Box with configuration required to meet	DCT/ LT		This is provided by assigning the field to list in the DCT Template builder. The list reference is administrated within the application.
Crash196	Trailing Unit 3 Model Year	Provide support for the entry and maintenance of a field to record the year in which the trailing unit was manufactured.	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set.



Req. #	Sub-Category/ Field Name	Business (Functional) Requirement	Vendor Response	Core Mod	3 rd PS	Comments/Notes
Crash197	Trailing Unit 3 Body Type	Provide support for the entry and maintenance of a field to indicate the general configuration or shape of a motor vehicle.	Out-of-the-Box with configuration required to meet	DCT/ LT		This is provided by assigning the field to list in the DCT Template builder. The list reference is administrated within the application.



Req. #	Sub-Category/ Field Name	Business (Functional) Requirement	Vendor Response	Core Mod	3 rd PS	Comments/Notes
Crash198	VEHICLE CMV INFO LINK	<p>Rewritten requirement :</p> <p>Provide support for a single, editable field that creates a link between a Commercial Motor Vehicle (CMV) record and the Vehicle Number. This field shall indicate whether the link is "present" (e.g., "Yes") or **absent** (e.g., "No"). When a record satisfies the defined "CMV condition" (i.e., the business rule that identifies a vehicle as a CMV), the system shall automatically set the link field to "Yes" and establish the association with the corresponding Vehicle Number. Authorized users should be able to add, modify, or remove the link at any time through the same entry screen used for the Vehicle Data Page. The solution shall integrate driver-logbook data so that any CMV-related logbook information is available when the link is viewed or edited.</p> <p>Prior requirement:</p> <p>Provide support for the entry and maintenance of a field to indicate if a link CMV data to Vehicle Number from Vehicle Data Page. The system shall provide support for the entry and maintenance of a field to link Commercial Motor Vehicle (CMV) data to the corresponding Vehicle Number from the Vehicle Data Page. This link shall be triggered when the CMV condition is met. The system shall also support integration with driver logbook data to provide relevant CMV information.</p>	Out-of-the-Box with configuration required to meet	DCT/ LT		This functionality is readily provided through DCT form rules. However, a DCT provide crash report would typically be configured in a way that handles CMV data entry seamlessly and visually which would not necessarily require the logic as presented.



Req. #	Sub-Category/ Field Name	Business (Functional) Requirement	Vendor Response	Core Mod	3 rd PS	Comments/Notes
Crash199	Motor Carrier Name	Provide support for the entry and maintenance of a field to indicate the identify the name of the business entity, individual, partnership, corporation, or religious organization responsible for the transportation of persons or property contained in the CMV.	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set.
Crash200	Motor Carrier Address	Provide support for the entry and maintenance of a field to identify the address of the principal place of business of an individual, partnership or corporation responsible for the transportation of persons or property contained in the CMV.	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set.
Crash201	Motor Carrier City	Provide support for the entry and maintenance of a field to identify the address of the principal place of business of an individual, partnership or corporation responsible for the transportation of persons or property contained in the CMV.	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set.
Crash202	Motor Carrier State	Provide support for the entry and maintenance of a field to identify the address of the principal place of business of an individual, partnership or corporation responsible for the transportation of persons or property contained in the CMV.	Out-of-the-Box with configuration required to meet	DCT/ LT		This is provided by assigning the field to list in the DCT Template builder. The list reference is administrated within the application.
Crash203	Motor Carrier Zip Code	Provide support for the entry and maintenance of a field to identify the address of the principal place of business of an individual, partnership or corporation responsible for the transportation of persons or property contained in the CMV.	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set.



Req. #	Sub-Category/ Field Name	Business (Functional) Requirement	Vendor Response	Core Mod	3 rd PS	Comments/Notes
Crash204	Motor Carrier Country	Provide support for the entry and maintenance of a field to identify the address/country of the principal place of business of an individual, partnership or corporation responsible for the transportation of persons or property contained in the CMV.	Out-of-the-Box with configuration required to meet	DCT/ LT		This is provided by assigning the field to list in the DCT Template builder. The list reference is administrated within the application.
Crash205	Motor Carrier US DOT Number	Provide support for the entry and maintenance of a field to record the unique identifier assigned to an individual, partnership, or corporation responsible for the transportation of persons or property contained in the CMV by the US DOT for any commercial carrier with a Gross Vehicle Weight Rating equal to or greater than 10,001 pounds or designed to carry greater than eight passengers, including the driver.	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set.
Crash206	Motor Vehicle Registration State or Country	Provide support for the entry and maintenance of a field to indicate the Motor Vehicle Registration State or Country (i.e., The State, commonwealth, territory, Indian Nation, U.S. Government, foreign country, etc., issuing the registration plate displayed on the motor vehicle.).	Out-of-the-Box with configuration required to meet	DCT/ LT		This is provided by assigning the field to list in the DCT Template builder. The list reference is administrated within the application.
Crash207	Motor Carrier State ID Number	Provide support for the entry and maintenance of a field to record the unique identifier assigned to an individual, partnership or corporation responsible for the transportation of persons or property contained in the CMV by the State for any commercial carrier not eligible for a US DOT Number.	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set.
Crash208	Lessee Lessor Name	Provide support for the entry and maintenance of a field to identify an individual, partnership, or corporation transporting persons or property contained in the CMV.	Out-of-the-Box with configuratio	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set.



Req. #	Sub-Category/ Field Name	Business (Functional) Requirement	Vendor Response	Core Mod	3 rd PS	Comments/Notes
			n required to meet			
Crash209	Lessee Lessor Address	Provide support for the entry and maintenance of a field to identify the address of an individual, partnership, or corporation transporting persons or property contained in the CMV.	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set.
Crash210	Lessee Lessor City	Provide support for the entry and maintenance of a field to identify the address of an individual, partnership, or corporation transporting persons or property contained in the CMV.	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set.
Crash211	Lessee Lessor State	Provide support for the entry and maintenance of a field to identify the address of an individual, partnership, or corporation transporting persons or property contained in the CMV.	Out-of-the-Box with configuration required to meet	DCT/ LT		This is provided by assigning the field to list in the DCT Template builder. The list reference is administrated within the application.
Crash212	Lessee Lessor Zip Code	Provide support for the entry and maintenance of a field to identify the address of an individual, partnership, or corporation transporting persons or property contained in the CMV.	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set.
Crash213	Lessee Lessor US DOT Number	Provide support for the entry and maintenance of a field to identify the unique identifier assigned to an individual, partnership, or corporation transporting persons or property contained in the CMV, for any commercial carrier with a Gross Vehicle Weight Rating equal to or greater than 10,001 pounds or designed to carry greater than eight passengers, including the driver.	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set.



Req. #	Sub-Category/ Field Name	Business (Functional) Requirement	Vendor Response	Core Mod	3 rd PS	Comments/Notes
Crash214	Lessee Lessor State ID Number	Provide support for the entry and maintenance of a field to identify the unique identifier assigned to an individual, partnership or corporation transporting persons or property contained in the CMV by the State for any commercial carrier not eligible for a US DOT Number.	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set.
Crash215	Carrier Classification	Provide support for the entry and maintenance of a field to identify the category of operating authority for the entity recorded in the Carrier Name.	Out-of-the-Box with configuration required to meet	DCT/ LT		This is provided by assigning the field to list in the DCT Template builder. The list reference is administrated within the application.
Crash216	Carrier Information Source	Provide support for the entry and maintenance of a field to identify the source of the Commercial Carrier Information provided on this page.	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set.
Crash217	Carrier Information Source – Other	Provide support for the entry and maintenance of a field to identify the source of the Commercial Carrier Information provided on this page.	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set.
Crash218	Placard Number – Top	Provide support for the entry and maintenance of a field to identify the type of hazardous material the CMV was carrying, regardless of whether a spill occurred. The system shall provide a field to record the Hazardous Materials Placard Top Number (hazard class/division) when a vehicle is placarded. The value shall be validated against the list of DOT hazard classes and divisions in 49 CFR.	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set.



Req. #	Sub-Category/ Field Name	Business (Functional) Requirement	Vendor Response	Core Mod	3/0 PS	Comments/Notes
Crash219	Placard Number – Bottom	Provide support for the entry and maintenance of a field to identify the type of hazardous material the CMV was carrying, regardless of whether a spill occurred. The system shall provide a field to record the Hazardous Materials Placard Bottom Number (UN/NA four-digit number) when a vehicle is placarded. The value shall be validated as a four-digit numeric code that matches the Hazardous Materials Table in 49 CFR.	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set.
Crash220	Release of Hazardous Materials	Provide support for the entry and maintenance of a field to indicate whether the vehicle's hazardous material was spilled from its cargo compartment.	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set.
Crash221	CRTS Crash	Provide support for the entry and maintenance of a field to identify crashes occurring on specially designated CRTS Routes.	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set.
Crash222	CMV Configuration	Provide support for the entry and maintenance of a field to indicate the general size and design of this motor vehicle.	Out-of-the-Box with configuration required to meet	DCT/ LT		This is provided by assigning the field to list in the DCT Template builder. The list reference is administrated within the application.
Crash223	Commercial Cargo Body Type	Provide support for the entry and maintenance of a field to record the CMV's primary cargo carrying capability.	Out-of-the-Box with configuration required to meet	DCT/ LT		This is provided by assigning the field to list in the DCT Template builder. The list reference is administrated within the application.



Req. #	Sub-Category/ Field Name	Business (Functional) Requirement	Vendor Response	Core Mod	3 rd PS	Comments/Notes
Crash224	GVWR - Power Unit	Provide support for the entry and maintenance of a field to indicate the weight recommended by the vehicle's manufacturer to be the recommended maximum loaded weight of the power unit.	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set.
Crash225	GCWR - All Units	Provide support for the entry and maintenance of a field to indicate the weight recommended by the vehicle's manufacturer to be the total of the recommended maximum loaded weights of all units of a combination (articulated) motor vehicle.	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set.
Crash226	Last Known Commodity	Provide support for the entry and maintenance of a field to identify the last known commodity carried by this CMV.	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set.
Crash227	Cargo Compartment Empty or Full	Provide support for the entry and maintenance of a field to indicate whether the CMV was loaded at the time of the crash.	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set.
Crash228	# of Passengers in CMV	Provide support for the entry and maintenance of a field to indicate the number of passengers in a commercial motor vehicle.	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set.
Crash229	Passenger Permission	Provide support for the entry and maintenance of a field to indicate whether the passengers of a commercial motor vehicle were traveling with written permission of the carrier.	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set.



Req. #	Sub-Category/ Field Name	Business (Functional) Requirement	Vendor Response	Core Mod	3 rd PS	Comments/Notes
Crash230	CMV Self Insured	Provide support for the entry and maintenance of a field to indicate whether the commercial motor vehicle involved in the crash was self-insured.	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set.
Crash231	Proof of Self Insurance	Provide support for the entry and maintenance of a field to indicate whether the commercial motor vehicle involved in the crash was self-insured.	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set.



Req. #	Sub-Category/ Field Name	Business (Functional) Requirement	Vendor Response	Core Mod	3 rd PS	Comments/Notes
Crash232	Individual Number	<p>Provide support for the entry and maintenance of a field to assign a unique identifying number to each individual involved in a crash.</p> <p>Comments:</p> <ul style="list-style-type: none"> • Semantically, Individual Number defines individuals that may exist in multiple contexts, and the solution will need to accommodate these. <p>For example:</p> <ul style="list-style-type: none"> • Each individual involved in a crash will need to be identified with a unique number (1-n) to identify the person/individual • An individual can be a driver, passenger, vehicle/trailer owner, or non-motorist, and will be associated with a Vehicle Number that uniquely identifies the vehicle in each crash record • As a driver, the driver's credentials will need to be captured • As a driver, any violation and/or citations will need to be captured • As a passenger, they will be tied to a specific Vehicle Number involved in the crash • As an involved non-motorist, the non-motorist (individual) will be tied to the crash • The Individual Number will be tied to a description of the individual's related injuries, treatment, and possible death 	Out-of-the-Box with configuration required to meet	DCT/ LT		The DCT template section builder allows for the creation of an individual section with types of owner, driver, passenger, pedestrian, etc. Then form rules control what data fields are applicable to each type and also how the individual is further linked to the crash. For example, an owner or driver, must be linked to a unit/vehicle or vice versa.
Crash233	Reporting Agency Record Number	<p>Provide support for the entry and maintenance of a field to record an agency-specific, unique identifier for the given year that identifies the crash report.</p>	Out-of-the-Box with configuration required to meet	DCT/ LT		Typically, AGS would provide for "Local Number" or another field, if necessary, to provide for this.



Req. #	Sub-Category/ Field Name	Business (Functional) Requirement	Vendor Response	Core Mod	PS	Comments/Notes
Crash234	Last Name	Provide support for the entry and maintenance of a field to identify person involved in crash.	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set.
Crash235	First Name	Provide support for the entry and maintenance of a field to identify person involved in crash.	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set.
Crash236	Middle Initial	Provide support for the entry and maintenance of a field to identify person involved in crash.	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set.
Crash237	Suffix	Provide support for the entry and maintenance of a field to identify person involved in crash.	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set.
Crash238	Occupant/Person Type	Provide support for the entry and maintenance of a field to identify the role of an individual involved in a crash.	Out-of-the-Box with configuration required to meet	DCT/ LT		This is provided by assigning the field to list in the DCT Template builder. The list reference is administrated within the application.
Crash239	Social Security	Provide support for the entry and maintenance of a field to record the Social Security Number of the individual involved in the crash.	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set.



Req. #	Sub-Category/ Field Name	Business (Functional) Requirement	Vendor Response	Core Mod	3 rd PS	Comments/Notes
Crash240	Date of Birth	Provide support for the entry and maintenance of a field to identify the birthdate of the involved individual.	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set.
Crash241	Age	Provide support for the entry and maintenance of the age of the involved individual at the time of the crash.	Out-of-the-Box with configuration required to meet	DCT/ LT		Age is typically calculated based on the DOB and crash date. However, Age can be configured for simple data if required.
Crash242	Gender	Provide support for the entry and maintenance of a field to identify the sex of the person involved in the crash.	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set.
Crash243	Person Special Function	Provide support for the entry and maintenance of a field to record whether this person involved in the crash was performing a unique function at the time of the crash.	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set.
Crash244	Injury Severity	Provide support for the entry and maintenance of a field to indicate the injury severity level for an individual involved in a crash.	Out-of-the-Box with configuration required to meet	DCT/ LT		This is provided by assigning the field to list in the DCT Template builder. The list reference is administrated within the application.
Crash245	Medical Transport	Provide support for the entry and maintenance of a field to indicate whether and by whom an individual was transported from the crash scene for medical treatment.	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set.



Req. #	Sub-Category/ Field Name	Business (Functional) Requirement	Vendor Response	Core Mod	3 rd PS	Comments/Notes
Crash246	EMS Response Agency ID	Provide support for the entry and maintenance of a field to identify the EMS Agency responsible for transporting an individual.	Out-of-the-Box with configuration required to meet	DCT/ LT		This is provided by assigning the field to list in the DCT Template builder. The list reference is administrated within the application.
Crash247	EMS Run Number	Provide support for the entry and maintenance of a field that uniquely identifies the EMS Response Run Number for an individual.	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set.
Crash248	Receiving Medical Facility Name	Provide support for the entry and maintenance of a field to identify the health care facility which received an individual for medical treatment who was involved in a crash.	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set.
Crash249	EMS UUID	Provide support for the entry and maintenance of a field to record the Universally Unique Identifier of the EMS patient care report for this person.	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set.
Crash250	EMS Notified Time	Provide support for the entry and maintenance of a field to indicate the time at which a particular EMS unit was first called to the scene of a crash.	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set.
Crash251	EMS Scene Time	Provide support for the entry and maintenance of a field to indicate the time at which this particular EMS unit arrived at the scene of a crash.	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set.



Req. #	Sub-Category/ Field Name	Business (Functional) Requirement	Vendor Response	Core Mod	3 rd PS	Comments/Notes
Crash252	EMS Hospital Time	Provide support for the entry and maintenance of a field to indicate the time at which this particular EMS unit arrived at the receiving facility.	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set.
Crash253	Date of Death	Provide support for the entry and maintenance of a field to indicate the date of death for an individual who died at the scene or within 30 days of being injured in a crash as a result of those injuries.	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set.
Crash254	Time of Death	Provide support for the entry and maintenance of a field to indicate the time at which an individual, who died as a result of injuries received in a crash, died.	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set.
Crash255	Place of Death	Provide support for the entry and maintenance of a field to indicate the location at the time of their death of the person who died as a result of injuries received in a crash.	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set.
Crash256	Driver Same as Vehicle Owner	Provide support for the entry and maintenance of a field to indicate whether the driver is the same as the vehicle owner.	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set.
Crash257	Address	Provide support for the entry and maintenance of a field to indicate the point of contact (i.e., address) for drivers involved in a crash.	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set.



Req. #	Sub-Category/ Field Name	Business (Functional) Requirement	Vendor Response	Core Mod	3 PS	Comments/Notes
Crash258	City	Provide support for the entry and maintenance of a field to indicate the point of contact (i.e., address) for drivers involved in a crash.	Out-of-the-Box with configuration required to meet	DCT/ LT		This is provided by assigning the field to list in the DCT Template builder. The list reference is administrated within the application.
Crash259	State	Provide support for the entry and maintenance of a field to indicate the point of contact (i.e., address) for drivers involved in a crash.	Out-of-the-Box with configuration required to meet	DCT/ LT		This is provided by assigning the field to list in the DCT Template builder. The list reference is administrated within the application.
Crash260	Zip Code	Provide support for the entry and maintenance of a field to indicate the point of contact (i.e., address) for drivers involved in a crash. (is vehicle.)	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set.
Crash261	Home Phone	Provide support for the entry and maintenance of a field to provide a point of contact (i.e., phone number) for drivers involved in a crash.	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set.
Crash262	Other Phone	Provide support for the entry and maintenance of a field to provide a point of contact (i.e., alternate phone number) for drivers involved in a crash.	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set.
Crash263	License Type	Provide support for the entry and maintenance of a field to identify the type of driving license issued to a driver, as well as indicates the classification of Commercial Vehicles for which a driver with a CDL license is permitted to operate.	Out-of-the-Box with configuration required to meet	DCT/ LT		This is provided by assigning the field to list in the DCT Template builder. The list reference is administrated within the application.



Req. #	Sub-Category/ Field Name	Business (Functional) Requirement	Vendor Response	Core Mod	3 rd PS	Comments/Notes
Crash264	CDL Class	Provide support for the entry and maintenance of a field to indicate the CDL Class in which the driver is licensed.	Out-of-the-Box with configuration required to meet	DCT/ LT		This is provided by assigning the field to list in the DCT Template builder. The list reference is administrated within the application.
Crash265	Issuing State	Provide support for the entry and maintenance of a field to identify the State in which the person's driving license was issued.	Out-of-the-Box with configuration required to meet	DCT/ LT		This is provided by assigning the field to list in the DCT Template builder. The list reference is administrated within the application.
Crash266	License Number	Provide support for the entry and maintenance of a field to record the unique number assigned to a driver by the issuing agency.	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set.
Crash267	Lic Restriction - None	Provide support for the entry and maintenance of a field to identify restrictions placed on the driver by a license examiner at the time of licensing.	Out-of-the-Box with configuration required to meet	DCT/ LT		This is provided by assigning the field to list in the DCT Template builder. The list reference is administrated within the application.
Crash268	Lic Restriction - Corrective Lenses	Provide support for the entry and maintenance of a field to identify whether corrective lenses is a restriction placed on the driver by a license examiner at the time of licensing.	Out-of-the-Box with configuration required to meet	DCT/ LT		This is provided by assigning the field to list in the DCT Template builder. The list reference is administrated within the application.
Crash269	Lic Restriction - Mech Devices	Provide support for the entry and maintenance of a field to identify restrictions placed on the driver by a license examiner at the time of licensing.	Out-of-the-Box with configuration required to meet	DCT/ LT		This is provided by assigning the field to list in the DCT Template builder. The list reference is administrated within the application.



Req. #	Sub-Category/ Field Name	Business (Functional) Requirement	Vendor Response	Core Mod	3 rd PS	Comments/Notes
Crash270	Lic Restriction - Prosthetic Aid	Provide support for the entry and maintenance of a field to identify restrictions placed on the driver by a license examiner at the time of licensing.	Out-of-the-Box with configuration required to meet	DCT/ LT		This is provided by assigning the field to list in the DCT Template builder. The list reference is administrated within the application.
Crash271	Lic Restriction - Auto Transmission	Provide support for the entry and maintenance of a field to identify restrictions placed on the driver by a license examiner at the time of licensing.	Out-of-the-Box with configuration required to meet	DCT/ LT		This is provided by assigning the field to list in the DCT Template builder. The list reference is administrated within the application.
Crash272	Lic Restriction - Outside Mirror	Provide support for the entry and maintenance of a field to identify restrictions placed on the driver by a license examiner at the time of licensing.	Out-of-the-Box with configuration required to meet	DCT/ LT		This is provided by assigning the field to list in the DCT Template builder. The list reference is administrated within the application.
Crash273	Lic Restriction - Daylight Only	Provide support for the entry and maintenance of a field to identify restrictions placed on the driver by a license examiner at the time of licensing.	Out-of-the-Box with configuration required to meet	DCT/ LT		This is provided by assigning the field to list in the DCT Template builder. The list reference is administrated within the application.
Crash274	Lic Restriction - Employment	Provide support for the entry and maintenance of a field to identify restrictions placed on the driver by a license examiner at the time of licensing.	Out-of-the-Box with configuration required to meet	DCT/ LT		This is provided by assigning the field to list in the DCT Template builder. The list reference is administrated within the application.
Crash275	Lic Restriction - Accompanied by Adult	Provide support for the entry and maintenance of a field to identify restrictions placed on the driver by a license examiner at the time of licensing.	Out-of-the-Box with configuration required to meet	DCT/ LT		This is provided by assigning the field to list in the DCT Template builder. The list reference is administrated within the application.



Req. #	Sub-Category/ Field Name	Business (Functional) Requirement	Vendor Response	Core Mod	3 rd PS	Comments/Notes
Crash276	Lic Restriction - Limited Other	Provide support for the entry and maintenance of a field to identify restrictions placed on the driver by a license examiner at the time of licensing.	Out-of-the-Box with configuration required to meet	DCT/ LT		This is provided by assigning the field to list in the DCT Template builder. The list reference is administrated within the application.
Crash277	Lic Restriction - CDL Intrastate Only	Provide support for the entry and maintenance of a field to identify restrictions placed on the driver by a license examiner at the time of licensing.	Out-of-the-Box with configuration required to meet	DCT/ LT		This is provided by assigning the field to list in the DCT Template builder. The list reference is administrated within the application.
Crash278	Lic Restriction - Veh w/o Air Brakes	Provide support for the entry and maintenance of a field to identify restrictions placed on the driver by a license examiner at the time of licensing.	Out-of-the-Box with configuration required to meet	DCT/ LT		This is provided by assigning the field to list in the DCT Template builder. The list reference is administrated within the application.
Crash279	Lic Restriction - Military Veh	Provide support for the entry and maintenance of a field to identify restrictions placed on the driver by a license examiner at the time of licensing.	Out-of-the-Box with configuration required to meet	DCT/ LT		This is provided by assigning the field to list in the DCT Template builder. The list reference is administrated within the application.
Crash280	Lic Restriction - Except Class A Bus	Provide support for the entry and maintenance of a field to identify restrictions placed on the driver by a license examiner at the time of licensing.	Out-of-the-Box with configuration required to meet	DCT/ LT		This is provided by assigning the field to list in the DCT Template builder. The list reference is administrated within the application.
Crash281	Lic Restriction - Except Class A and B Bus	Provide support for the entry and maintenance of a field to identify restrictions placed on the driver by a license examiner at the time of licensing.	Out-of-the-Box with configuration required to meet	DCT/ LT		This is provided by assigning the field to list in the DCT Template builder. The list reference is administrated within the application.



Req. #	Sub-Category/ Field Name	Business (Functional) Requirement	Vendor Response	Core Mod	3 rd PS	Comments/Notes
Crash282	Lic Restriction - Except Tractor Trailer	Provide support for the entry and maintenance of a field to identify restrictions placed on the driver by a license examiner at the time of licensing.	Out-of-the-Box with configuration required to meet	DCT/ LT		This is provided by assigning the field to list in the DCT Template builder. The list reference is administrated within the application.
Crash283	Lic Restriction - Farm Waiver	Provide support for the entry and maintenance of a field to identify restrictions placed on the driver by a license examiner at the time of licensing.	Out-of-the-Box with configuration required to meet	DCT/ LT		This is provided by assigning the field to list in the DCT Template builder. The list reference is administrated within the application.
Crash284	Lic Restriction - Other	Provide support for the entry and maintenance of a field to identify restrictions placed on the driver by a license examiner at the time of licensing.	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set.
Crash285	Lic Restriction - Other Specific	Provide support for the entry and maintenance of a field to identify restrictions placed on the driver by a license examiner at the time of licensing.	Out-of-the-Box with configuration required to meet	DCT/ LT		This is provided by assigning the field to list in the DCT Template builder. The list reference is administrated within the application.
Crash286	License Endorsements 1 - 5	Provide support for the entry and maintenance of a field to indicate whether driver has successfully completed a specialized test that qualifies them to operate specific types of vehicles, allowing up to five (5) different entries.	Out-of-the-Box with configuration required to meet	DCT/ LT		This is provided by assigning the field to list in the DCT Template builder. The list reference is administrated within the application. Any number of endorsement fields can be created, or a replicating section can be used with a limit of 5.
Crash287	License Status	Provide support for the entry and maintenance of a field to indicate the status of the driving license at the time of the crash.	Out-of-the-Box with configuration required to meet	DCT/ LT		This is provided by assigning the field to list in the DCT Template builder. The list reference is administrated within the application.



Req. #	Sub-Category/ Field Name	Business (Functional) Requirement	Vendor Response	Core Mod	3 rd PS	Comments/Notes
Crash288	Driver Condition	Provide support for the entry and maintenance of a field to indicate the believed condition of the driver at the time of the crash.	Out-of-the-Box with configuration required to meet	DCT/ LT		This is provided by assigning the field to list in the DCT Template builder. The list reference is administrated within the application.
Crash289	Related Factors - Driver Level	Provide support for the entry and maintenance of a field to identify factors related to this driver.	Out-of-the-Box with configuration required to meet	DCT/ LT		This is provided by assigning the field to list in the DCT Template builder. The list reference is administrated within the application.
Crash290	Driver Action 1 - 4	Provide support for the entry and maintenance of a field to indicate the actions of a driver that in the reporting officer's opinion contributed to a crash, allowing up to four (4) values.	Out-of-the-Box with configuration required to meet	DCT/ LT		This is provided by assigning the field to list in the DCT Template builder. The list reference is administrated within the application. Any number of officer's opinion contributed to a crash fields can be created, or a replicating section can be used with a limit of 4.
Crash291	Alcohol Suspected	Provide support for the entry and maintenance of a field to indicate law enforcement suspicion that the driver was under the influence of alcohol at the time of the crash.	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set.
Crash292	Alcohol Test Given	Provide support for the entry and maintenance of a field to indicate whether a test was given to determine the presence of alcohol.	Out-of-the-Box with configuration required to meet	DCT/ LT		This is provided by assigning the field to list in the DCT Template builder. The list reference is administrated within the application.
Crash293	Alcohol Test Type 1 - 2	Provide support for the entry and maintenance of a field to indicate the type of test used to collect alcohol concentration, supporting up to two (2) values.	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set.



Req. #	Sub-Category/ Field Name	Business (Functional) Requirement	Vendor Response	Core Mod	PS	Comments/Notes
Crash294	Alcohol Test Type – Other	Provide support for the entry and maintenance of a field to indicate the type of test used to collect alcohol concentration (as a freeform text field).	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set.
Crash295	PBT Results	Provide support for the entry and maintenance of a field to indicate whether the driver passed or failed a Preliminary Breath Test.	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set.
Crash296	Alcohol Test Results	Provide support for the entry and maintenance of a field to indicate the blood alcohol concentration found when the suspected impaired driver was tested.	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set.
Crash297	Drug Use Suspected	Provide support for the entry and maintenance of a field to indicate law enforcement suspicion that the driver was under the influence of drugs at the time of the crash.	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set.
Crash298	Drug Test Given	Provide support for the entry and maintenance of a field to indicate whether a test was given to determine the presence of drugs.	Out-of-the-Box with configuration required to meet	DCT/ LT		This is provided by assigning the field to list in the DCT Template builder. The list reference is administrated within the application.
Crash299	Drug Test Type	Provide support for the entry and maintenance of a field to indicate the type of test used to detect drugs.	Out-of-the-Box with configuration required to meet	DCT/ LT		This is provided by assigning the field to list in the DCT Template builder. The list reference is administrated within the application.



Req. #	Sub-Category/ Field Name	Business (Functional) Requirement	Vendor Response	Core Mod	3 rd PS	Comments/Notes
Crash300	Driver - No Drugs Found	Provide support for the entry and maintenance of a field to indicate if drugs were found in driver's system.	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set. This could be a label and checkbox, or a multi-selection box.
Crash301	Driver – Marijuana	Provide support for the entry and maintenance of a field to indicate if marijuana was found in driver's system.	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set. This could be a label and checkbox, or a multi-selection box.
Crash302	Driver – Cocaine	Provide support for the entry and maintenance of a field to indicate if cocaine was found in driver's system.	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set. This could be a label and checkbox, or a multi-selection box.
Crash303	Driver – Opiate	Provide support for the entry and maintenance of a field to indicate if opiate was found in driver's system.	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set. This could be a label and checkbox, or a multi-selection box.
Crash304	Driver – Amphetamine	Provide support for the entry and maintenance of a field to indicate if amphetamine was found in driver's system.	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set. This could be a label and checkbox, or a multi-selection box.



Req. #	Sub-Category/ Field Name	Business (Functional) Requirement	Vendor Response	Core Mod	3 rd PS	Comments/Notes
Crash305	Driver – PCP	Provide support for the entry and maintenance of a field to indicate if PCP was found in driver’s system.	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set. This could be a label and checkbox, or a multi-selection box.
Crash306	Driver - Other Controlled Substance	Provide support for the entry and maintenance of a field to indicate if another controlled substance was found in driver’s system.	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set. This could be a label and checkbox, or a multi-selection box.
Crash307	Driver - Other Drug Found	Provide support for the entry and maintenance of a field to indicate the other drug found.	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set. This could be a label and checkbox, or a multi-selection box.
Crash308	Driver - Results Pending	Provide support for the entry and maintenance of a field to indicate if the drug results are pending. Provide a pull down box showing that the results are being completed by: State Police Lab, Hospital, or Other.	Out-of-the-Box with configuration required to meet	DCT/ LT		This is provided by assigning the field to list in the DCT Template builder. The list reference is administrated within the application.
Crash309	Distracted By	Provide support for the entry and maintenance of a field to indicate driver distractions in or out of the vehicle that may have contributed to the crash.	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set.



Req. #	Sub-Category/ Field Name	Business (Functional) Requirement	Vendor Response	Core Mod	3 rd PS	Comments/Notes
Crash310	Driver's Vision Obscured by	Provide support for the entry and maintenance of a field to record impediments to a driver's visual field.	Out-of-the-Box with configuration required to meet	DCT/ LT		This is provided by assigning the field to list in the DCT Template builder. The list reference is administrated within the application.
Crash311	DVio - No Violations	Provide support for the entry and maintenance of a field to indicate if there were violations given to the driver.	Out-of-the-Box with configuration required to meet	DCT/ LT		This could be inferred from the selected violation(s) cited rather the through individual data form fields. Another alternative would be to auto populate this information based on violation(s) cited. If the State wishes a separate field can be provided which would be supported through the DCT Template Section builder.
Crash312	DVio - Negligent Homicide	Provide support for the entry and maintenance of a field to indicate if a negligent homicide violation was given to the driver.	Out-of-the-Box with configuration required to meet	DCT/ LT		This could be inferred from the selected violation(s) cited rather the through individual data form fields. Another alternative would be to auto populate this information based on violation(s) cited. If the State wishes a separate field can be provided which would be supported through the DCT Template Section builder.
Crash313	DVio - Reckless Driving	Provide support for the entry and maintenance of a field to indicate if a reckless driving violation was given to the driver.	Out-of-the-Box with configuration required to meet	DCT/ LT		This could be inferred from the selected violation(s) cited rather the through individual data form fields. Another alternative would be to auto populate this information based on violation(s) cited. If the State wishes a separate field can be provided which would be supported through the DCT Template Section builder.
Crash314	DVio - Inattentive, Careless Improper Driving	Provide support for the entry and maintenance of a field to indicate if an improper driving violation was given to the driver.	Out-of-the-Box with configuration required to meet	DCT/ LT		This could be inferred from the selected violation(s) cited rather the through individual data form fields. Another alternative would be to auto populate this information based on violation(s) cited. If the State wishes a separate field can be provided which would be supported through the DCT Template Section builder.



Req. #	Sub-Category/ Field Name	Business (Functional) Requirement	Vendor Response	Core Mod	3 rd PS	Comments/Notes
Crash315	DVio - Fleeing or Eluding Law Enforcement	Provide support for the entry and maintenance of a field to indicate if a fleeing or eluding law enforcement violation was given to the driver.	Out-of-the-Box with configuration required to meet	DCT/ LT		This could be inferred from the selected violation(s) cited rather the through individual data form fields. Another alternative would be to auto populate this information based on violation(s) cited. If the State wishes a separate field can be provided which would be supported through the DCT Template Section builder.
Crash316	DVio - Failure to Obey LE	Provide support for the entry and maintenance of a field to indicate if a failure to obey LE violation was given to the driver.	Out-of-the-Box with configuration required to meet	DCT/ LT		This could be inferred from the selected violation(s) cited rather the through individual data form fields. Another alternative would be to auto populate this information based on violation(s) cited. If the State wishes a separate field can be provided which would be supported through the DCT Template Section builder.
Crash317	DVio - Hit and Run, Failure to Stop	Provide support for the entry and maintenance of a field to indicate if a hit & run violation was given to the driver.	Out-of-the-Box with configuration required to meet	DCT/ LT		This could be inferred from the selected violation(s) cited rather the through individual data form fields. Another alternative would be to auto populate this information based on violation(s) cited. If the State wishes a separate field can be provided which would be supported through the DCT Template Section builder.
Crash318	DVio - Serious Violation Resulting in Death	Provide support for the entry and maintenance of a field to indicate if a serious violation that resulted in death was given to the driver.	Out-of-the-Box with configuration required to meet	DCT/ LT		This could be inferred from the selected violation(s) cited rather the through individual data form fields. Another alternative would be to auto populate this information based on violation(s) cited. If the State wishes a separate field can be provided which would be supported through the DCT Template Section builder.



Req. #	Sub-Category/ Field Name	Business (Functional) Requirement	Vendor Response	Core Mod	3 rd PS	Comments/Notes
Crash319	DVio - DW Intoxicated or BAC Above Limit	Provide support for the entry and maintenance of a field to indicate if a DW intoxicated or BAC above limit violation was given to the driver.	Out-of-the-Box with configuration required to meet	DCT/ LT		This could be inferred from the selected violation(s) cited rather the through individual data form fields. Another alternative would be to auto populate this information based on violation(s) cited. If the State wishes a separate field can be provided which would be supported through the DCT Template Section builder.
Crash320	DVio - DW Impaired	Provide support for the entry and maintenance of a field to indicate if a DW impaired violation was given to the driver.	Out-of-the-Box with configuration required to meet	DCT/ LT		This could be inferred from the selected violation(s) cited rather the through individual data form fields. Another alternative would be to auto populate this information based on violation(s) cited. If the State wishes a separate field can be provided which would be supported through the DCT Template Section builder.
Crash321	DVio - DUI of Controlled Substance	Provide support for the entry and maintenance of a field to indicate if a DUI of Controlled Substance violation was given to the driver.	Out-of-the-Box with configuration required to meet	DCT/ LT		This could be inferred from the selected violation(s) cited rather the through individual data form fields. Another alternative would be to auto populate this information based on violation(s) cited. If the State wishes a separate field can be provided which would be supported through the DCT Template Section builder.
Crash322	DVio - DUI of Non-Controlled Substance	Provide support for the entry and maintenance of a field to indicate if a DUI of Non-Controlled Substance violation was given to the driver.	Out-of-the-Box with configuration required to meet	DCT/ LT		This could be inferred from the selected violation(s) cited rather the through individual data form fields. Another alternative would be to auto populate this information based on violation(s) cited. If the State wishes a separate field can be provided which would be supported through the DCT Template Section builder.



Req. #	Sub-Category/ Field Name	Business (Functional) Requirement	Vendor Response	Core Mod	3 rd PS	Comments/Notes
Crash323	DVio - Drinking While Operating	Provide support for the entry and maintenance of a field to indicate if a drinking while operating violation was given to the driver.	Out-of-the-Box with configuration required to meet	DCT/ LT		This could be inferred from the selected violation(s) cited rather the through individual data form fields. Another alternative would be to auto populate this information based on violation(s) cited. If the State wishes a separate field can be provided which would be supported through the DCT Template Section builder.
Crash324	DVio - Illegal Possession of Alcohol or Drugs	Provide support for the entry and maintenance of a field to indicate if an Illegal Possession of Alcohol or Drugs violation was given to the driver.	Out-of-the-Box with configuration required to meet	DCT/ LT		This could be inferred from the selected violation(s) cited rather the through individual data form fields. Another alternative would be to auto populate this information based on violation(s) cited. If the State wishes a separate field can be provided which would be supported through the DCT Template Section builder.
Crash325	DVio - Driving w/ Detectable Alcohol	Provide support for the entry and maintenance of a field to indicate if a Driving w/ Detectable Alcohol violation was given to the driver.	Out-of-the-Box with configuration required to meet	DCT/ LT		This could be inferred from the selected violation(s) cited rather the through individual data form fields. Another alternative would be to auto populate this information based on violation(s) cited. If the State wishes a separate field can be provided which would be supported through the DCT Template Section builder.
Crash326	DVio - Refusal to Submit to Chemical Test	Provide support for the entry and maintenance of a field to indicate if a Refusal to Submit to Chemical Test violation was given to the driver.	Out-of-the-Box with configuration required to meet	DCT/ LT		This could be inferred from the selected violation(s) cited rather the through individual data form fields. Another alternative would be to auto populate this information based on violation(s) cited. If the State wishes a separate field can be provided which would be supported through the DCT Template Section builder.



Req. #	Sub-Category/ Field Name	Business (Functional) Requirement	Vendor Response	Core Mod	3 rd PS	Comments/Notes
Crash327	DVio - Failure to Maintain Control of Vehicle	Provide support for the entry and maintenance of a field to indicate if a Failure to Maintain Control of Vehicle violation was given to the driver.	Out-of-the-Box with configuration required to meet	DCT/ LT		This could be inferred from the selected violation(s) cited rather the through individual data form fields. Another alternative would be to auto populate this information based on violation(s) cited. If the State wishes a separate field can be provided which would be supported through the DCT Template Section builder.
Crash328	DVio - Racing	Provide support for the entry and maintenance of a field to indicate if a Racing violation was given to the driver.	Out-of-the-Box with configuration required to meet	DCT/ LT		This could be inferred from the selected violation(s) cited rather the through individual data form fields. Another alternative would be to auto populate this information based on violation(s) cited. If the State wishes a separate field can be provided which would be supported through the DCT Template Section builder.
Crash329	DVio - Speeding (Above SL)	Provide support for the entry and maintenance of a field to indicate if a Speeding violation was given to the driver.	Out-of-the-Box with configuration required to meet	DCT/ LT		This could be inferred from the selected violation(s) cited rather the through individual data form fields. Another alternative would be to auto populate this information based on violation(s) cited. If the State wishes a separate field can be provided which would be supported through the DCT Template Section builder.
Crash330	DVio - Speed Greater than Prudent	Provide support for the entry and maintenance of a field to indicate if a Speed Greater than Prudent violation was given to the driver.	Out-of-the-Box with configuration required to meet	DCT/ LT		This could be inferred from the selected violation(s) cited rather the through individual data form fields. Another alternative would be to auto populate this information based on violation(s) cited. If the State wishes a separate field can be provided which would be supported through the DCT Template Section builder.



Req. #	Sub-Category/ Field Name	Business (Functional) Requirement	Vendor Response	Core Mod	3 rd PS	Comments/Notes
Crash331	DVio - Exceeding Special Limit	Provide support for the entry and maintenance of a field to indicate if an Exceeding Special Limit violation was given to the driver.	Out-of-the-Box with configuration required to meet	DCT/ LT		This could be inferred from the selected violation(s) cited rather the through individual data form fields. Another alternative would be to auto populate this information based on violation(s) cited. If the State wishes a separate field can be provided which would be supported through the DCT Template Section builder.
Crash332	DVio - Driving too Slowly	Provide support for the entry and maintenance of a field to indicate if a Driving too Slowly violation was given to the driver.	Out-of-the-Box with configuration required to meet	DCT/ LT		This could be inferred from the selected violation(s) cited rather the through individual data form fields. Another alternative would be to auto populate this information based on violation(s) cited. If the State wishes a separate field can be provided which would be supported through the DCT Template Section builder.
Crash333	DVio - Failure to Stop for Red Signal	Provide support for the entry and maintenance of a field to indicate if a Failure to Stop for Red Signal violation was given to the driver.	Out-of-the-Box with configuration required to meet	DCT/ LT		This could be inferred from the selected violation(s) cited rather the through individual data form fields. Another alternative would be to auto populate this information based on violation(s) cited. If the State wishes a separate field can be provided which would be supported through the DCT Template Section builder.
Crash334	DVio - Failure to Stop for Flashing Red Signal	Provide support for the entry and maintenance of a field to indicate if a Failure to Stop for Flashing Red Signal violation was given to the driver.	Out-of-the-Box with configuration required to meet	DCT/ LT		This could be inferred from the selected violation(s) cited rather the through individual data form fields. Another alternative would be to auto populate this information based on violation(s) cited. If the State wishes a separate field can be provided which would be supported through the DCT Template Section builder.



Req. #	Sub-Category/ Field Name	Business (Functional) Requirement	Vendor Response	Core Mod	3 rd PS	Comments/Notes
Crash335	DVio - Violation of Turn on Red	Provide support for the entry and maintenance of a field to indicate if a Violation of Turn on red violation was given to the driver.	Out-of-the-Box with configuration required to meet	DCT/ LT		This could be inferred from the selected violation(s) cited rather the through individual data form fields. Another alternative would be to auto populate this information based on violation(s) cited. If the State wishes a separate field can be provided which would be supported through the DCT Template Section builder.
Crash336	DVio - Failure to Obey Flashing Signal - Y or R	Provide support for the entry and maintenance of a field to indicate if a Failure to Obey Flashing Signal violation was given to the driver.	Out-of-the-Box with configuration required to meet	DCT/ LT		This could be inferred from the selected violation(s) cited rather the through individual data form fields. Another alternative would be to auto populate this information based on violation(s) cited. If the State wishes a separate field can be provided which would be supported through the DCT Template Section builder.
Crash337	DVio - Failure to Obey Signal - Generally	Provide support for the entry and maintenance of a field to indicate if a Failure to Obey Signal violation was given to the driver.	Out-of-the-Box with configuration required to meet	DCT/ LT		This could be inferred from the selected violation(s) cited rather the through individual data form fields. Another alternative would be to auto populate this information based on violation(s) cited. If the State wishes a separate field can be provided which would be supported through the DCT Template Section builder.
Crash338	DVio - Violation of RR Grade Crossing	Provide support for the entry and maintenance of a field to indicate if a Violation of RR Grade Crossing violation was given to the driver.	Out-of-the-Box with configuration required to meet	DCT/ LT		This could be inferred from the selected violation(s) cited rather the through individual data form fields. Another alternative would be to auto populate this information based on violation(s) cited. If the State wishes a separate field can be provided which would be supported through the DCT Template Section builder.



Req. #	Sub-Category/ Field Name	Business (Functional) Requirement	Vendor Response	Core Mod	3 rd PS	Comments/Notes
Crash339	DVio - Failure to Obey STOP Sign	Provide support for the entry and maintenance of a field to indicate if a Failure to Obey STOP Sign violation was given to the driver.	Out-of-the-Box with configuration required to meet	DCT/ LT		This could be inferred from the selected violation(s) cited rather than through individual data form fields. Another alternative would be to auto populate this information based on violation(s) cited. If the State wishes a separate field can be provided which would be supported through the DCT Template Section builder.
Crash340	DVio - Failure to Obey YIELD Sign	Provide support for the entry and maintenance of a field to indicate if a Failure to Obey YIELD Sign violation was given to the driver.	Out-of-the-Box with configuration required to meet	DCT/ LT		This could be inferred from the selected violation(s) cited rather than through individual data form fields. Another alternative would be to auto populate this information based on violation(s) cited. If the State wishes a separate field can be provided which would be supported through the DCT Template Section builder.
Crash341	DVio - Failure to Obey Traffic Control Device	Provide support for the entry and maintenance of a field to indicate if a Failure to Obey Traffic Control Device violation was given to the driver.	Out-of-the-Box with configuration required to meet	DCT/ LT		This could be inferred from the selected violation(s) cited rather than through individual data form fields. Another alternative would be to auto populate this information based on violation(s) cited. If the State wishes a separate field can be provided which would be supported through the DCT Template Section builder.
Crash342	DVio - Unsafe or Prohibited Lane Change	Provide support for the entry and maintenance of a field to indicate if an Unsafe or Prohibited Lane Change violation was given to the driver.	Out-of-the-Box with configuration required to meet	DCT/ LT		This could be inferred from the selected violation(s) cited rather than through individual data form fields. Another alternative would be to auto populate this information based on violation(s) cited. If the State wishes a separate field can be provided which would be supported through the DCT Template Section builder.



Req. #	Sub-Category/ Field Name	Business (Functional) Requirement	Vendor Response	Core Mod	3 rd PS	Comments/Notes
Crash343	DVio - Improper Use of Lane	Provide support for the entry and maintenance of a field to indicate if an Improper Use of Lane violation was given to the driver.	Out-of-the-Box with configuration required to meet	DCT/ LT		This could be inferred from the selected violation(s) cited rather the through individual data form fields. Another alternative would be to auto populate this information based on violation(s) cited. If the State wishes a separate field can be provided which would be supported through the DCT Template Section builder.
Crash344	DVio - Certain Traffic to Use Right Lane	Provide support for the entry and maintenance of a field to indicate if a Certain Traffic to Use Right Lane violation was given to the driver.	Out-of-the-Box with configuration required to meet	DCT/ LT		This could be inferred from the selected violation(s) cited rather the through individual data form fields. Another alternative would be to auto populate this information based on violation(s) cited. If the State wishes a separate field can be provided which would be supported through the DCT Template Section builder.
Crash345	DVio - Lane Violations Generally	Provide support for the entry and maintenance of a field to indicate if a Lane Violations Generally violation was given to the driver.	Out-of-the-Box with configuration required to meet	DCT/ LT		This could be inferred from the selected violation(s) cited rather the through individual data form fields. Another alternative would be to auto populate this information based on violation(s) cited. If the State wishes a separate field can be provided which would be supported through the DCT Template Section builder.
Crash346	DVio - Driving Wrong Way on 1 Way St	Provide support for the entry and maintenance of a field to indicate if a Driving Wrong Way on 1 Way St violation was given to the driver.	Out-of-the-Box with configuration required to meet	DCT/ LT		This could be inferred from the selected violation(s) cited rather the through individual data form fields. Another alternative would be to auto populate this information based on violation(s) cited. If the State wishes a separate field can be provided which would be supported through the DCT Template Section builder.



Req. #	Sub-Category/ Field Name	Business (Functional) Requirement	Vendor Response	Core Mod	3 rd PS	Comments/Notes
Crash347	DVio - Driving on Left, Wrong Side of Rd	Provide support for the entry and maintenance of a field to indicate if a Driving on Left, Wrong Side of Rd violation was given to the driver.	Out-of-the-Box with configuration required to meet	DCT/ LT		This could be inferred from the selected violation(s) cited rather the through individual data form fields. Another alternative would be to auto populate this information based on violation(s) cited. If the State wishes a separate field can be provided which would be supported through the DCT Template Section builder.
Crash348	DVio - Improper Unsafe Passing	Provide support for the entry and maintenance of a field to indicate if an Improper Unsafe Passing violation was given to the driver.	Out-of-the-Box with configuration required to meet	DCT/ LT		This could be inferred from the selected violation(s) cited rather the through individual data form fields. Another alternative would be to auto populate this information based on violation(s) cited. If the State wishes a separate field can be provided which would be supported through the DCT Template Section builder.
Crash349	DVio - Passing on Rt	Provide support for the entry and maintenance of a field to indicate if a Passing on Rt violation was given to the driver.	Out-of-the-Box with configuration required to meet	DCT/ LT		This could be inferred from the selected violation(s) cited rather the through individual data form fields. Another alternative would be to auto populate this information based on violation(s) cited. If the State wishes a separate field can be provided which would be supported through the DCT Template Section builder.
Crash350	DVio - Passing Stopped School Bus	Provide support for the entry and maintenance of a field to indicate if a Passing Stopped School Bus violation was given to the driver.	Out-of-the-Box with configuration required to meet	DCT/ LT		This could be inferred from the selected violation(s) cited rather the through individual data form fields. Another alternative would be to auto populate this information based on violation(s) cited. If the State wishes a separate field can be provided which would be supported through the DCT Template Section builder.



Req. #	Sub-Category/ Field Name	Business (Functional) Requirement	Vendor Response	Core Mod	3 ^d PS	Comments/Notes
Crash351	DVio - Failure to Give Way	Provide support for the entry and maintenance of a field to indicate if a Failure to Give Way violation was given to the driver.	Out-of-the-Box with configuration required to meet	DCT/ LT		This could be inferred from the selected violation(s) cited rather the through individual data form fields. Another alternative would be to auto populate this information based on violation(s) cited. If the State wishes a separate field can be provided which would be supported through the DCT Template Section builder.
Crash352	DVio - Following Too Closely	Provide support for the entry and maintenance of a field to indicate if a Following Too Closely violation was given to the driver.	Out-of-the-Box with configuration required to meet	DCT/ LT		This could be inferred from the selected violation(s) cited rather the through individual data form fields. Another alternative would be to auto populate this information based on violation(s) cited. If the State wishes a separate field can be provided which would be supported through the DCT Template Section builder.
Crash353	DVio - Wrong Side, Generally	Provide support for the entry and maintenance of a field to indicate if a Wrong Side violation was given to the driver.	Out-of-the-Box with configuration required to meet	DCT/ LT		This could be inferred from the selected violation(s) cited rather the through individual data form fields. Another alternative would be to auto populate this information based on violation(s) cited. If the State wishes a separate field can be provided which would be supported through the DCT Template Section builder.
Crash354	DVio - Turn in Violation of Traffic Control	Provide support for the entry and maintenance of a field to indicate if a Turn in Violation of Traffic Control violation was given to the driver.	Out-of-the-Box with configuration required to meet	DCT/ LT		This could be inferred from the selected violation(s) cited rather the through individual data form fields. Another alternative would be to auto populate this information based on violation(s) cited. If the State wishes a separate field can be provided which would be supported through the DCT Template Section builder.



Req. #	Sub-Category/ Field Name	Business (Functional) Requirement	Vendor Response	Core Mod	3 rd PS	Comments/Notes
Crash355	DVio - Improper Method and Position of Turn	Provide support for the entry and maintenance of a field to indicate if an Improper Method and Position of Turn violation was given to the driver.	Out-of-the-Box with configuration required to meet	DCT/ LT		This could be inferred from the selected violation(s) cited rather the through individual data form fields. Another alternative would be to auto populate this information based on violation(s) cited. If the State wishes a separate field can be provided which would be supported through the DCT Template Section builder.
Crash356	DVio - Failure to Signal for Turn or Stop	Provide support for the entry and maintenance of a field to indicate if a Failure to Signal for Turn or Stop violation was given to the driver.	Out-of-the-Box with configuration required to meet	DCT/ LT		This could be inferred from the selected violation(s) cited rather the through individual data form fields. Another alternative would be to auto populate this information based on violation(s) cited. If the State wishes a separate field can be provided which would be supported through the DCT Template Section builder.
Crash357	DVio - Failure to Yield to Emerg Veh	Provide support for the entry and maintenance of a field to indicate if a Failure to Yield to Emerg Veh violation was given to the driver.	Out-of-the-Box with configuration required to meet	DCT/ LT		This could be inferred from the selected violation(s) cited rather the through individual data form fields. Another alternative would be to auto populate this information based on violation(s) cited. If the State wishes a separate field can be provided which would be supported through the DCT Template Section builder.
Crash358	DVio - Failure to Yield Generally	Provide support for the entry and maintenance of a field to indicate if a Failure to Yield Generally violation was given to the driver.	Out-of-the-Box with configuration required to meet	DCT/ LT		This could be inferred from the selected violation(s) cited rather the through individual data form fields. Another alternative would be to auto populate this information based on violation(s) cited. If the State wishes a separate field can be provided which would be supported through the DCT Template Section builder.



Req. #	Sub-Category/ Field Name	Business (Functional) Requirement	Vendor Response	Core Mod	3 rd PS	Comments/Notes
Crash359	DVio - Enter Intersection w/ Insufficient Space	Provide support for the entry and maintenance of a field to indicate if a Enter Intersection w/ Insufficient Space violation was given to the driver.	Out-of-the-Box with configuration required to meet	DCT/ LT		This could be inferred from the selected violation(s) cited rather the through individual data form fields. Another alternative would be to auto populate this information based on violation(s) cited. If the State wishes a separate field can be provided which would be supported through the DCT Template Section builder.
Crash360	DVio - DW License Suspended	Provide support for the entry and maintenance of a field to indicate if a DW License Suspended violation was given to the driver.	Out-of-the-Box with configuration required to meet	DCT/ LT		This could be inferred from the selected violation(s) cited rather the through individual data form fields. Another alternative would be to auto populate this information based on violation(s) cited. If the State wishes a separate field can be provided which would be supported through the DCT Template Section builder.
Crash361	DVio - Other License Restrictions	Provide support for the entry and maintenance of a field to indicate if an Other License Restrictions violation was given to the driver.	Out-of-the-Box with configuration required to meet	DCT/ LT		This could be inferred from the selected violation(s) cited rather the through individual data form fields. Another alternative would be to auto populate this information based on violation(s) cited. If the State wishes a separate field can be provided which would be supported through the DCT Template Section builder.
Crash362	DVio - Commercial Driver Violations	Provide support for the entry and maintenance of a field to indicate if a Commercial Driver Violations violation was given to the driver.	Out-of-the-Box with configuration required to meet	DCT/ LT		This could be inferred from the selected violation(s) cited rather the through individual data form fields. Another alternative would be to auto populate this information based on violation(s) cited. If the State wishes a separate field can be provided which would be supported through the DCT Template Section builder.



Req. #	Sub-Category/ Field Name	Business (Functional) Requirement	Vendor Response	Core Mod	3 rd PS	Comments/Notes
Crash363	DVio - Vehicle Registration Violations	Provide support for the entry and maintenance of a field to indicate if a Vehicle Registration Violations violation was given to the driver.	Out-of-the-Box with configuration required to meet	DCT/ LT		This could be inferred from the selected violation(s) cited rather the through individual data form fields. Another alternative would be to auto populate this information based on violation(s) cited. If the State wishes a separate field can be provided which would be supported through the DCT Template Section builder.
Crash364	DVio - Failure to Carry Insurance Card	Provide support for the entry and maintenance of a field to indicate if a Failure to Carry Insurance Card violation was given to the driver.	Out-of-the-Box with configuration required to meet	DCT/ LT		This could be inferred from the selected violation(s) cited rather the through individual data form fields. Another alternative would be to auto populate this information based on violation(s) cited. If the State wishes a separate field can be provided which would be supported through the DCT Template Section builder.
Crash365	DVio - Driving Uninsured Vehicle	Provide support for the entry and maintenance of a field to indicate if a Driving Uninsured Vehicle violation was given to the driver.	Out-of-the-Box with configuration required to meet	DCT/ LT		This could be inferred from the selected violation(s) cited rather the through individual data form fields. Another alternative would be to auto populate this information based on violation(s) cited. If the State wishes a separate field can be provided which would be supported through the DCT Template Section builder.
Crash366	DVio - Non- Moving Violations Generally	Provide support for the entry and maintenance of a field to indicate if a Non-Moving violation was given to the driver.	Out-of-the-Box with configuration required to meet	DCT/ LT		This could be inferred from the selected violation(s) cited rather the through individual data form fields. Another alternative would be to auto populate this information based on violation(s) cited. If the State wishes a separate field can be provided which would be supported through the DCT Template Section builder.



Req. #	Sub-Category/ Field Name	Business (Functional) Requirement	Vendor Response	Core Mod	3 rd PS	Comments/Notes
Crash367	DVio - Lamp Violations	Provide support for the entry and maintenance of a field to indicate if a Lamp violation was given to the driver.	Out-of-the-Box with configuration required to meet	DCT/ LT		This could be inferred from the selected violation(s) cited rather than through individual data form fields. Another alternative would be to auto populate this information based on violation(s) cited. If the State wishes a separate field can be provided which would be supported through the DCT Template Section builder.
Crash368	DVio - Brake Violations	Provide support for the entry and maintenance of a field to indicate if a Brake violation was given to the driver.	Out-of-the-Box with configuration required to meet	DCT/ LT		This could be inferred from the selected violation(s) cited rather than through individual data form fields. Another alternative would be to auto populate this information based on violation(s) cited. If the State wishes a separate field can be provided which would be supported through the DCT Template Section builder.
Crash369	DVio - Failure to Require Restraint Use	Provide support for the entry and maintenance of a field to indicate if a Failure to Require Restraint Use violation was given to the driver.	Out-of-the-Box with configuration required to meet	DCT/ LT		This could be inferred from the selected violation(s) cited rather than through individual data form fields. Another alternative would be to auto populate this information based on violation(s) cited. If the State wishes a separate field can be provided which would be supported through the DCT Template Section builder.
Crash370	DVio - MC Equipment Violations	Provide support for the entry and maintenance of a field to indicate if a MC Equipment violation was given to the driver.	Out-of-the-Box with configuration required to meet	DCT/ LT		This could be inferred from the selected violation(s) cited rather than through individual data form fields. Another alternative would be to auto populate this information based on violation(s) cited. If the State wishes a separate field can be provided which would be supported through the DCT Template Section builder.



Req. #	Sub-Category/ Field Name	Business (Functional) Requirement	Vendor Response	Core Mod	3 rd PS	Comments/Notes
Crash371	DVio - Vio of Haz Cargo Regs	Provide support for the entry and maintenance of a field to indicate if a Haz Cargo Regs violation was given to the driver.	Out-of-the-Box with configuration required to meet	DCT/ LT		This could be inferred from the selected violation(s) cited rather than through individual data form fields. Another alternative would be to auto populate this information based on violation(s) cited. If the State wishes a separate field can be provided which would be supported through the DCT Template Section builder.
Crash372	DVio - Size Wgt, Load Violations	Provide support for the entry and maintenance of a field to indicate if a Size Wgt, Load violation was given to the driver.	Out-of-the-Box with configuration required to meet	DCT/ LT		This could be inferred from the selected violation(s) cited rather than through individual data form fields. Another alternative would be to auto populate this information based on violation(s) cited. If the State wishes a separate field can be provided which would be supported through the DCT Template Section builder.
Crash373	DVio - Equip Vio Generally	Provide support for the entry and maintenance of a field to indicate if a Equip violation was given to the driver.	Out-of-the-Box with configuration required to meet	DCT/ LT		This could be inferred from the selected violation(s) cited rather than through individual data form fields. Another alternative would be to auto populate this information based on violation(s) cited. If the State wishes a separate field can be provided which would be supported through the DCT Template Section builder.
Crash374	DVio - Parking	Provide support for the entry and maintenance of a field to indicate if a Parking violation was given to the driver.	Out-of-the-Box with configuration required to meet	DCT/ LT		This could be inferred from the selected violation(s) cited rather than through individual data form fields. Another alternative would be to auto populate this information based on violation(s) cited. If the State wishes a separate field can be provided which would be supported through the DCT Template Section builder.



Req. #	Sub-Category/ Field Name	Business (Functional) Requirement	Vendor Response	Core Mod	3 rd PS	Comments/Notes
Crash375	DVio - Theft, Unauthorized Use of Veh	Provide support for the entry and maintenance of a field to indicate if a Theft, Unauthorized Use of Veh violation was given to the driver.	Out-of-the-Box with configuration required to meet	DCT/ LT		This could be inferred from the selected violation(s) cited rather the through individual data form fields. Another alternative would be to auto populate this information based on violation(s) cited. If the State wishes a separate field can be provided which would be supported through the DCT Template Section builder.
Crash376	DVio - Driving where Prohibited	Provide support for the entry and maintenance of a field to indicate if a Driving where Prohibited violation was given to the driver.	Out-of-the-Box with configuration required to meet	DCT/ LT		This could be inferred from the selected violation(s) cited rather the through individual data form fields. Another alternative would be to auto populate this information based on violation(s) cited. If the State wishes a separate field can be provided which would be supported through the DCT Template Section builder.
Crash377	DVio - Other Moving Violation	Provide support for the entry and maintenance of a field to indicate if an Other Moving violation was given to the driver.	Out-of-the-Box with configuration required to meet	DCT/ LT		This could be inferred from the selected violation(s) cited rather the through individual data form fields. Another alternative would be to auto populate this information based on violation(s) cited. If the State wishes a separate field can be provided which would be supported through the DCT Template Section builder.
Crash378	Citation Charge 1 - 4	Provide support for the entry and maintenance of a field to indicate a citation given to the driver not listed above, allowing up to four (4) entries and include the ability to start an Electronic Citation from this box that would import the date, time, driver, vehicle, etc.	Out-of-the-Box with configuration required to meet	DCT/ LT		DCT is precisely designed to offer functionality that auto-populates fields with prior available data in order to reduce repetitive data entry. This is provided by assigning the field to list in the DCT Template builder. The list reference is administrated within the application. Form rules dynamically alter the list of values to limit the selections to those not already selected. An alternative to having multiple (4) fields would be to provide a multi-select box



Req. #	Sub-Category/ Field Name	Business (Functional) Requirement	Vendor Response	Core Mod	3 rd PS	Comments/Notes
Crash379	Citation Code 1 - 4	Provide support for the entry and maintenance of a field to indicate the code of a citation given to the driver not listed above, allowing up to four (4) entries.	Out-of-the-Box with configuration required to meet	DCT/ LT		This is provided by assigning the field to list in the DCT Template builder. The list reference is administrated within the application. Form rules dynamically alter the list of values to limit the selections to those not already selected. An alternative to having multiple (4) fields would be to provide a multi-select box
Crash380	Citation Number 1 - 4	Provide support for the entry and maintenance of a field to indicate the number of a citation given to the driver not listed above, allowing up to four (4) entries.	Out-of-the-Box with configuration required to meet	DCT/ LT		This is provided by assigning the field to list in the DCT Template builder. The list reference is administrated within the application. Form rules dynamically alter the list of values to limit the selections to those not already selected. An alternative to having multiple (4) fields would be to provide a multi-select box
Crash381	Warning 1 - 4	Provide support for the entry and maintenance of a field to indicate if said citation was a warning, allowing up to four (4) entries.	Out-of-the-Box with configuration required to meet	DCT/ LT		This is provided by assigning the field to list in the DCT Template builder. The list reference is administrated within the application. Form rules dynamically alter the list of values to limit the selections to those not already selected. An alternative to having multiple (4) fields would be to provide a multi-select box
Crash382	Seating Position Row	Provide support for the entry and maintenance of a field to indicate the location of an individual in, on, or outside of the motor vehicle prior to the crash.	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set.
Crash383	Seating Position Seat	Provide support for the entry and maintenance of a field to indicate the location of an individual in, on, or outside of the motor vehicle prior to the crash.	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set.



Req. #	Sub-Category/ Field Name	Business (Functional) Requirement	Vendor Response	Core Mod	3 rd PS	Comments/Notes
Crash384	Seating Position Other	Provide support for the entry and maintenance of a field to indicate the location of an individual in, on, or outside of the motor vehicle prior to the crash.	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set.
Crash385	Occupant Protection Type	Provide support for the entry and maintenance of a field to indicate the restraint equipment in use by a vehicle occupant or helmet use by a motorcyclist, ATV Rider, etc. at the time of the crash.	Out-of-the-Box with configuration required to meet	DCT/ LT		This is provided by assigning the field to list in the DCT Template builder. The list reference is administrated within the application.
Crash386	Occupant Protection Proper Use	Provide support for the entry and maintenance of a field to indicate whether the occupant protection being used by an individual was being used properly.	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set.
Crash387	Approved Helmet (Helmet Use)	Provide support for the entry and maintenance of a field to indicate whether the helmet used by a motorcyclist, ATV Rider, etc. was an appropriate and approved helmet.	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set.
Crash388	Air Bag Deployed	Provide support for the entry and maintenance of a field to indicate airbag deployment, relative to an individual's seating position.	Out-of-the-Box with configuration required to meet	DCT/ LT		This is provided by assigning the field to list in the DCT Template builder. The list reference is administrated within the application.



Req. #	Sub-Category/ Field Name	Business (Functional) Requirement	Vendor Response	Core Mod	3 rd PS	Comments/Notes
Crash389	Trapped- Extricated	Provide support for the entry and maintenance of a field to indicate whether an individual was trapped in the vehicle as a result of the crash.	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set.
Crash390	Ejected	Provide support for the entry and maintenance of a field to indicate whether an individual was completely or partially thrown from the interior of the motor vehicle.	Out-of-the-Box with configuration required to meet	DCT/ LT		This is provided by assigning the field to list in the DCT Template builder. The list reference is administrated within the application.
Crash391	Ejection Path	Provide support for the entry and maintenance of a field to indicate the path through which an individual was ejected from the vehicle during a crash.	Out-of-the-Box with configuration required to meet	DCT/ LT		This is provided by assigning the field to list in the DCT Template builder. The list reference is administrated within the application.
Crash392	Unit Number of Striking Vehicle	Provide support for the entry and maintenance of a field to identify the vehicle which struck the non-motorist during the crash.	Out-of-the-Box with configuration required to meet	DCT/ LT		This is provided by assigning the field to list in the DCT Template builder. The list reference is administrated within the application.
Crash393	Action Prior to Crash	Provide support for the entry and maintenance of a field to identify the action of the non-motorist just prior to the crash.	Out-of-the-Box with configuration required to meet	DCT/ LT		This is provided by assigning the field to list in the DCT Template builder. The list reference is administrated within the application.
Crash394	Location Prior to Crash	Provide support for the entry and maintenance of a field to identify the location of the non-motorist just prior to the first harmful event of the crash.	Out-of-the-Box with configuration required to meet	DCT/ LT		This is provided by assigning the field to list in the DCT Template builder. The list reference is administrated within the application.



Req. #	Sub-Category/ Field Name	Business (Functional) Requirement	Vendor Response	Core Mod	3 rd PS	Comments/Notes
Crash395	Non-Motorist Distraction Element	Provide support for the entry and maintenance of a field to identify this non-motorist's attention prior to the non-motorist's involvement in this crash.	Out-of-the-Box with configuration required to meet	DCT/ LT		This is provided by assigning the field to list in the DCT Template builder. The list reference is administrated within the application.
Crash396	NM Contributing Action1	Provide support for the entry and maintenance of a field to identify the actions of the non-motorist at the time of the crash that may have contributed to the crash.	Out-of-the-Box with configuration required to meet	DCT/ LT		This is provided by assigning the field to list in the DCT Template builder. The list reference is administrated within the application.
Crash397	NM Contributing Action2	Provide support for the entry and maintenance of a field to identify the actions of the non-motorist at the time of the crash that may have contributed to the crash.	Out-of-the-Box with configuration required to meet	DCT/ LT		This is provided by assigning the field to list in the DCT Template builder. The list reference is administrated within the application.
Crash398	NM Contributing Action - Narrative	Provide support for the entry and maintenance of a field to identify the actions of the non-motorist at the time of the crash that may have contributed to the crash.	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set.
Crash399	Location at Time of Crash	Provide support for the entry and maintenance of a field to identify the non-motorist's location with respect to the roadway at the time of the crash.	Out-of-the-Box with configuration required to meet	DCT/ LT		This is provided by assigning the field to list in the DCT Template builder. The list reference is administrated within the application.



Req. #	Sub-Category/ Field Name	Business (Functional) Requirement	Vendor Response	Core Mod	3 rd PS	Comments/Notes
Crash400	Non-Motorist at Intersection	Provide support for the entry and maintenance of a field to identify the location of the non-motorist with respect to an intersection at the time of the crash.	Out-of-the-Box with configuration required to meet	DCT/ LT		This is provided by assigning the field to list in the DCT Template builder. The list reference is administrated within the application.
Crash401	Non-Motorist in Crosswalk	Provide support for the entry and maintenance of a field to identify the location of the non-motorist with respect to a crosswalk at the time of the crash.	Out-of-the-Box with configuration required to meet	DCT/ LT		This is provided by assigning the field to list in the DCT Template builder. The list reference is administrated within the application.
Crash402	NM Safety Equipment 1-2	Provide support for the entry and maintenance of a field to identify safety equipment, if any, being utilized by the non-motorist at the time of the crash.	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. This could be text entry, or a selection of check boxes (check all that apply), or a multi-select list box.
Crash403	Non-Motorist Device Type Element	Provide support for the entry and maintenance of a field to identify the type of transport device and motorization of the device operated by the non-motorist.	Out-of-the-Box with configuration required to meet	DCT/ LT		This is provided by assigning the field to list in the DCT Template builder. The list reference is administrated within the application.
Crash404	NM Traffic Control Device 1-2	Provide support for the entry and maintenance of a field to indicates the type of traffic control device that was applicable to the non-motorist at the time of the crash.	Out-of-the-Box with configuration required to meet	DCT/ LT		This is provided by assigning the field to list in the DCT Template builder. The list reference is administrated within the application.
Crash405	NM Condition at Time of Crash	Provide support for the entry and maintenance of a field to indicates the apparent condition of the non-motorist at the time of the crash.	Out-of-the-Box with configuration required to meet	DCT/ LT		This is provided by assigning the field to list in the DCT Template builder. The list reference is administrated within the application.



Req. #	Sub-Category/ Field Name	Business (Functional) Requirement	Vendor Response	Core Mod	3 rd PS	Comments/Notes
Crash406	Alcohol Suspected	Provide support for the entry and maintenance of a field to indicates law enforcement suspicion that a non-motorist was under the influence of alcohol at the time of the crash.	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set.
Crash407	Alcohol Test Given	Provide support for the entry and maintenance of a field to indicates whether a test was given to determine the presence of alcohol.	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set.
Crash408	Alcohol Test Type1	Provide support for the entry and maintenance of a field to indicates the type of test used to collect alcohol concentration.	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. This could be check boxes selection (check all that apply), or a multi-select list box.
Crash409	Alcohol Test Results	Provide support for the entry and maintenance of a field to indicates the blood alcohol concentration found when the suspected impaired driver was tested.	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set.
Crash410	Drug Use Suspected	Provide support for the entry and maintenance of a field to indicates law enforcement suspicion that the non-motorist was under the influence of drugs at the time of the crash.	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set.
Crash411	Drug Test Given	Provide support for the entry and maintenance of a field to indicates whether a test was given to determine the presence of drugs.	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set.



Req. #	Sub-Category/ Field Name	Business (Functional) Requirement	Vendor Response	Core Mod	3 rd PS	Comments/Notes
Crash412	Drug Test Type	Provide support for the entry and maintenance of a field to indicates the type of test used to detect drugs.	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. This could be check boxes selection (check all that apply), or a multi-select list box.
Crash413	Non-Motorist - Drug Test Results 1-4	Provide support for the entry and maintenance of a field to indicates the results of the test used to detect the presence of drugs.	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set.
Crash414	NM - Violation 1-4	Provide support for the entry and maintenance of a field to indicate any violations of the law that the reporting officer either suspects or knows were committed by the non-motorist. Does not necessarily indicate that a citation was issued for the violation(s).	Out-of-the-Box with configuration required to meet	DCT/ LT		This is provided in the DCT Template builder as violation fields, or a repeating list, or a multi-select list. Through the business process review the best solution for WVDOT would be discussed and documented. The list reference is administrated within the application. Typically, AGS facilitates the maintenance of State and Local codes so that violates match those needed by the officer.
Crash415	Citation Charge1	Provide support for the entry and maintenance of a field to indicates any citations issued to the non-motorist as a result of the crash investigation.	Out-of-the-Box with configuration required to meet	DCT/ LT		This is provided by assigning the field to citation list in the DCT Template builder. The list reference is administrated within the application. Typically, AGS facilitates the maintenance of State and Local codes so that violates match those needed by the officer. DCT also integrates this with auto populating the citation, or vice versa, in order to optimize data entry.



Req. #	Sub-Category/ Field Name	Business (Functional) Requirement	Vendor Response	Core Mod	3 rd PS	Comments/Notes
Crash416	Citation Code1	Provide support for the entry and maintenance of a field to indicates the code reference for the law that was violated.	Out-of-the-Box with configuration required to meet	DCT/ LT		This is provided by assigning the field to citation list in the DCT Template builder. The list reference is administrated within the application. Typically, AGS facilitates the maintenance of State and Local codes so that violates match those needed by the officer. DCT also integrates this with auto populating the citation, or vice versa, in order to optimize data entry.
Crash417	Citation Number1	Provide support for the entry and maintenance of a field to indicates the number of citations used.	Out-of-the-Box with configuration required to meet	DCT/ LT		This is provided by assigning the field to citation list in the DCT Template builder. The list reference is administrated within the application. Typically, AGS facilitates the maintenance of State and Local codes so that violates match those needed by the officer. DCT also integrates this with auto populating the citation, or vice versa, in order to optimize data entry.
Crash418	Warning1	Provide support for the entry and maintenance of a field to indicates if a warning was issued instead of a citation.	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set. Note, based on the cited warning used, DCT can automate indicator.
Crash419	DMV-LICENSE	Provide the ability to provide the ability to scan a state-issued Driver License (barcode/magnetic stripe/MRZ) to auto-populate all available license data fields.	Out-of-the-Box with configuration required to meet	DCT/ LT, Local /Offli ne Client		Scanning of driver's license is supported in the DCT Client.
Crash420	DMV-LICENSE	Provide the ability to allow the officer to override, correct, or manually update any auto-populated DMV-License information.	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set. Any ability to restrict edit, or provide edit, is accomplished through form rules.



Req. #	Sub-Category/ Field Name	Business (Functional) Requirement	Vendor Response	Core Mod	3 rd PS	Comments/Notes
Crash421	DMV-LICENSE	Provide the ability to support adding and managing passenger information, including name, date of birth, seating position, injury status, and ID/Driver License scan (if available).	Out-of-the-Box with configuration required to meet	DCT/ LT, Local /Offline Client		"Passenger" can be specific section, or an "individual" section with a type of passenger. Sections can be added as necessary to complete a crash. Scanning of license information is supported in order to auto populate the form. License scanning if available in the DCT Client application.
Crash422	DMV-LICENSE	Provide the ability to maintain an audit log of all officer overrides or manual edits to DMV-License or passenger information	Out-of-the-Box with configuration required to meet	DCT/ LT		DCT provides a full audit trail of all edits and operations within the application.
Crash423	DMV-LICENSE	Provide the ability to provide the ability to scan a vehicle registration document to auto-populate vehicle and owner information (VIN, plate, make/model, expiration, owner data).	Out-of-the-Box with configuration required to meet	DCT/ LT, Local /Offline Client		Scanning of vehicle registration is supported in the DCT Client.
Crash424	DMV-LICENSE	Provide the ability to allow the officer to override or manually update any auto-populated vehicle or owner information.	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set. Any ability to restrict edit, or provide edit, is accomplished through form rules.
Crash425	DMV-LICENSE	Provide the ability to validate VIN, plate number, and expiration formats and flag inconsistencies for officer review.	Out-of-the-Box with configuration required to meet	DCT/ LT		Business rules are implemented using the DCT rules system. Based on data requirements, element data, page data, and system configuration, rules can generate interactive warnings, control field entry availability, enforce validation, auto populate data, engage workflow, interact with local or remote services, enforce security, etc. as necessary to ensure data quality.



Req. #	Sub-Category/ Field Name	Business (Functional) Requirement	Vendor Response	Core Mod	3 rd PS	Comments/Notes
Crash426	DMV-LICENSE	Provide the ability to display a side-by-side comparison of scanned data and officer-entered data to resolve discrepancies in case of review.	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set.
Crash427	DMV-LICENSE	Provide the ability to support adding and maintaining an email address for drivers involved in the crash.	Out-of-the-Box with configuration required to meet	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided crash input form is configured to best match the State's format and rule set.
Citation						
CIT1	Violator Information Management	Provide support for the entry and maintenance of a field to indicate if violator full name is complete.	Meets the requirement out-of-the-box	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided citation input form is configured to best match the State's format and rule set. This often includes layout similar to the paper form in order to facilitate ease of adoption.
CIT2	Violator Information Management	Provide support for the entry and maintenance of a field to indicate if address is complete.	Meets the requirement out-of-the-box	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided citation input form is configured to best match the State's format and rule set. Rules can also control when a field is mandatory.
CIT3	Violator Information Management	Provide support for the entry and maintenance of a field to indicate if date of birth, gender, height, weight, and eye color are complete.	Meets the requirement out-of-the-box	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided citation input form is configured to best match the State's format and rule set. Rules can also control when a field is mandatory.



Req. #	Sub-Category/ Field Name	Business (Functional) Requirement	Vendor Response	Core Mod	3 rd PS	Comments/Notes
CIT4	Violator Information Management	Provide support for the entry and maintenance of a field to indicate if driver's license information is complete.	Meets the requirement out-of-the-box	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided citation input form is configured to best match the State's format and rule set. Rules can also control when a field is mandatory.
CIT5	Violator Information Management	Provide support for the entry and maintenance of a field to indicate if GDL or permit type is captured.	Meets the requirement out-of-the-box	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided citation input form is configured to best match the State's format and rule set.
CIT5	Violator Information Management	Provide PDF417 barcode scanning for all 50 states and automatically fill in field values from a vehicle registration or license plate.	Meets the requirement out-of-the-box	DCT/ LT, Local /Offli ne Client		The Client version of DCT provides for local peripheral interfacing including barcode scanners. Scanned registration, or license plate, data is then populated into the citation. Note, DCT cross populates common data between forms, for example, if registration information is scanned/entered in a citation, this can be brought through the crash report or vice versa.
CIT6	Vehicle Information Management	Provide support for the entry and maintenance of a field to indicate if vehicle license plate information is complete.	Meets the requirement out-of-the-box	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided citation input form is configured to best match the State's format and rule set. Rules can also control when a field is mandatory.



Req. #	Sub-Category/ Field Name	Business (Functional) Requirement	Vendor Response	Core Mod	3 rd PS	Comments/Notes
CIT7	Vehicle Information Management	Provide support for the entry and maintenance of a field to indicate if VIN, make, model, color, and body style are complete.	Meets the requirement out-of-the-box	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided citation input form is configured to best match the State's format and rule set. Rules can also control when a field is mandatory.
CIT8	Vehicle Information Management	Provide support for the entry and maintenance of a field to indicate if vehicle owner/lessee information is recorded.	Meets the requirement out-of-the-box	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided citation input form is configured to best match the State's format and rule set. Based on data requirements, element data, page data, and system configuration, rules can generate interactive warnings, control field entry availability, enforce validation, auto populate data, engage workflow, interact with local or remote services, enforce security, etc. as necessary to ensure data quality.
CIT9	Vehicle Information Management	Provide support for the entry and maintenance of a field to indicate if CMV details are recorded when applicable.	Meets the requirement out-of-the-box	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided citation input form is configured to best match the State's format and rule set. Based on data requirements, element data, page data, and system configuration, rules can generate interactive warnings, control field entry availability, enforce validation, auto populate data, engage workflow, interact with local or remote services, enforce security, etc. as necessary to ensure data quality.



Req. #	Sub-Category/ Field Name	Business (Functional) Requirement	Vendor Response	Core Mod	3 rd PS	Comments/Notes
CIT10	Violation Details	Provide support for the entry and maintenance of a field to indicate if citation number is within an assigned block.	Meets the requirement out-of-the-box	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided citation input form is configured to best match the State's format and rule set. Based on data requirements, element data, page data, and system configuration, rules can generate interactive warnings, control field entry availability, enforce validation, auto populate data, engage workflow, interact with local or remote services, enforce security, etc. as necessary to ensure data quality.
CIT11	Violation Details	Provide support for the entry and maintenance of a field to indicate if one violation is linked per charge.	Meets the requirement out-of-the-box	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided citation input form is configured to best match the State's format and rule set. Based on data requirements, element data, page data, and system configuration, rules can generate interactive warnings, control field entry availability, enforce validation, auto populate data, engage workflow, interact with local or remote services, enforce security, etc. as necessary to ensure data quality.



Req. #	Sub-Category/ Field Name	Business (Functional) Requirement	Vendor Response	Core Mod	3 rd PS	Comments/Notes
CIT12	Violation Details	Provide support for the entry and maintenance of a field to indicate if violation description is linked to WV Code or municipal ordinance.	Meets the requirement out-of-the-box	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided citation input form is configured to best match the State's format and rule set. Based on data requirements, element data, page data, and system configuration, rules can generate interactive warnings, control field entry availability, enforce validation, auto populate data, engage workflow, interact with local or remote services, enforce security, etc. as necessary to ensure data quality.
CIT13	Violation Details	Provide support for the entry and maintenance of a field to indicate if speeding details are recorded.	Meets the requirement out-of-the-box	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided citation input form is configured to best match the State's format and rule set. Based on data requirements, element data, page data, and system configuration, rules can generate interactive warnings, control field entry availability, enforce validation, auto populate data, engage workflow, interact with local or remote services, enforce security, etc. as necessary to ensure data quality.



Req. #	Sub-Category/ Field Name	Business (Functional) Requirement	Vendor Response	Core Mod	3 rd PS	Comments/Notes
CIT14	Violation Details	Provide support for the entry and maintenance of a field to indicate if location details are recorded.	Meets the requirement out-of-the-box	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided citation input form is configured to best match the State's format and rule set. Geo location can be pulled from local GPS, selected through the DCT interactive location tool, or keyed subject to WVDOT requirements. Rules can provide further operations and/or validation on the associated data elements.
CIT15	Violation Details	Provide support for the entry and maintenance of a field to indicate if GPS coordinates are captured.	Meets the requirement out-of-the-box	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided citation input form is configured to best match the State's format and rule set. Geo location can be pulled from local GPS, selected through the DCT interactive location tool, or keyed subject to WVDOT requirements. Rules can provide further operations and/or validation on the associated data elements.
CIT16	Violation Details	Provide support for the entry and maintenance of a field to indicate if officer details are recorded.	Meets the requirement out-of-the-box	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided citation input form is configured to best match the State's format and rule set.



Req. #	Sub-Category/ Field Name	Business (Functional) Requirement	Vendor Response	Core Mod	3 rd PS	Comments/Notes
CIT17	Violation Details	Provide support for the entry and maintenance of a field to indicate if type of roadway is recorded.	Meets the requirement out-of-the-box	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided citation input form is configured to best match the State's format and rule set. Geo location can be pulled from local GPS, selected through the DCT interactive location tool, or keyed subject to WVDOT requirements. Rules can provide further operations and/or validation on the associated data elements.
CIT18	Violation Details	Provide support for the entry and maintenance of a field to indicate if citation includes mandatory in-person plea violations.	Meets the requirement out-of-the-box	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided citation input form is configured to best match the State's format and rule set.
CIT19	Violation Details	Provide support for the entry and maintenance of a field to indicate if citation includes an Out of Service Order violation.	Meets the requirement out-of-the-box	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided citation input form is configured to best match the State's format and rule set.
CIT20	Violation Details	Provide support for the entry and maintenance of a field to indicate if citation includes Non-Resident Violators Compact applicability.	Meets the requirement out-of-the-box	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided citation input form is configured to best match the State's format and rule set.



Req. #	Sub-Category/ Field Name	Business (Functional) Requirement	Vendor Response	Core Mod	3 rd PS	Comments/Notes
CIT21	Violation Details	Once a citation has been printed/issued, it should be locked down to eliminate the ability for it to be changed after the fact. Any additional changes will need to be handled through the disposition process.	Meets the requirement out-of-the-box	DCT/ LT		Based on workflow, element data, page data, and system configuration, rules can generate interactive warnings, control field entry availability, enforce validation, auto populate data, engage workflow, interact with local or remote services, enforce security, etc. as necessary to ensure data quality. Therefore, preventing citation edits after issuance is readily supported.
CIT23	Violation Details	Provide the ability to print a citation in different formats (i.e. page size to accommodate mobile printers, full page printers, and print to PDF.	Meets the requirement out-of-the-box	DCT/ LT		DCT is specifically designed to provide this functionality.
CIT24	Violation Details	Provide the ability to link citation to a crash report	Meets the requirement out-of-the-box	DCT/ LT		DCT is specifically designed to provide this functionality.
CIT25	Violation Details	Provide the ability for an agency reference to incident by free typing text box (i.e. agency reporting to associate this to a non-crash report incident number)	Meets the requirement out-of-the-box	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided citation input form is configured to best match the State's format and rule set.
CIT37	Court & Disposition Information	Provide support for the entry and maintenance of a field to indicate if court name, address, and phone are captured.	Meets the requirement out-of-the-box	DCT/ LT		DCT/LT workflow, rules and verification steps would typically fulfill any requirement to have a data entry field, or automated indicator, mark whether a complimentary set of data entry fields had been completed. The requirement as stated can readily be provided through the DCT Template Builder, but AGS anticipates data verification enforcement rules will address the underlying need.



Req. #	Sub-Category/ Field Name	Business (Functional) Requirement	Vendor Response	Core Mod	3 rd PS	Comments/Notes
CIT38	Court & Disposition Information	Provide support for the entry and maintenance of a field to indicate if court appearance date is provided.	Meets the requirement out-of-the-box	DCT/ LT		DCT/LT workflow, rules and verification steps would typically fulfill any requirement to have a data entry field, or automated indicator, mark whether a complimentary set of data entry fields had been completed. The requirement as stated can readily be provided through the DCT Template Builder, but AGS anticipates data verification enforcement rules will address the underlying need.
CIT39	Court & Disposition Information	Provide support for the entry and maintenance of a field to indicate if violator acknowledgment signature is recorded.	Meets the requirement out-of-the-box	DCT/ LT		DCT/LT workflow, rules and verification steps would typically fulfill any requirement to have a data entry field, or automated indicator, mark whether a complimentary set of data entry fields had been completed. The requirement as stated can readily be provided through the DCT Template Builder, but AGS anticipates data verification enforcement rules will address the underlying need.



Req. #	Sub-Category/ Field Name	Business (Functional) Requirement	Vendor Response	Core Mod	3 rd PS	Comments/Notes
CIT40	Court & Disposition Information	Provide support for the entry and maintenance of a field to indicate if plea choice is recorded.	Meets the requirement out-of-the-box	DCT/ LT		DCT/LT workflow, rules and verification steps would typically fulfill any requirement to have a data entry field, or automated indicator, mark whether a complimentary set of data entry fields had been completed. The requirement as stated can readily be provided through the DCT Template Builder, but AGS anticipates data verification enforcement rules will address the underlying need.
CIT41	Court & Disposition Information	Provide support for the entry and maintenance of a field to indicate if court disposition is entered for each charge.	Meets the requirement out-of-the-box	DCT/ LT		DCT/LT workflow, rules and verification steps would typically fulfill any requirement to have a data entry field, or automated indicator, mark whether a complimentary set of data entry fields had been completed. The requirement as stated can readily be provided through the DCT Template Builder, but AGS anticipates data verification enforcement rules will address the underlying need.



Req. #	Sub-Category/ Field Name	Business (Functional) Requirement	Vendor Response	Core Mod	3 rd PS	Comments/Notes
CIT42	Court & Disposition Information	Provide support for the entry and maintenance of a field to indicate if conviction and reduced charge codes are entered.	Meets the requirement out-of-the-box	DCT/ LT		DCT/LT workflow, rules and verification steps would typically fulfill any requirement to have a data entry field, or automated indicator, mark whether a complimentary set of data entry fields had been completed. The requirement as stated can readily be provided through the DCT Template Builder, but AGS anticipates data verification enforcement rules will address the underlying need.
CIT43	Court & Disposition Information	Provide support for the entry and maintenance of a field to indicate if license action and fine amount are recorded.	Meets the requirement out-of-the-box	DCT/ LT		DCT/LT workflow, rules and verification steps would typically fulfill any requirement to have a data entry field, or automated indicator, mark whether a complimentary set of data entry fields had been completed. The requirement as stated can readily be provided through the DCT Template Builder, but AGS anticipates data verification enforcement rules will address the underlying need.
CIT44	Court & Disposition Information	Provide support for the entry and maintenance of a field to indicate if case numbers are linked to the citation.	Meets the requirement out-of-the-box	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided citation input form is configured to best match the State's format and rule set.



Req. #	Sub-Category/ Field Name	Business (Functional) Requirement	Vendor Response	Core Mod	3 rd PS	Comments/Notes
CIT45	Court & Disposition Information	Provide support for the entry and maintenance of a field to indicate if a citation was voided by an officer.	Meets the requirement out-of-the-box	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided citation input form is configured to best match the State's format and rule set.
CIT46	Court & Disposition Information	Provide support for the entry and maintenance of a field to indicate if a citation was forwarded to WV DMV or WV Highway Safety Program or WV DNR.	Meets the requirement out-of-the-box	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided citation input form is configured to best match the State's format and rule set.
CIT47	Geo-location	Provide the ability to provide the officer the ability to geo-locate the citation using GPS at the point of issuance.	Meets the requirement out-of-the-box	DCT/ LT		DCT includes a location tool that provides interactive pan, zoom, point and click to indicate an incident location. In addition to lat/long, any data available in map layers can be drawn into the data entry form.
CIT48	Geo-location	Provide the ability to automatically map the captured location to roadway, route, milepoint, and jurisdiction attributes when LRS services are available.	Meets the requirement out-of-the-box	DCT/ LT		DCT includes a location tool that provides interactive pan, zoom, point and click to indicate an incident location. In addition to lat/long, any data available in map layers can be drawn into the data entry form. Rules can interact with local and remote services to query and draw further data into the form as required.
CIT49	Geo-location	Provide the ability to allow the officer to override and manually adjust the location to match the correct Linear Referencing System (LRS) values (e.g., route ID, milepoint, direction, offset).	Meets the requirement out-of-the-box	DCT/ LT		Form rules can disable edit, enable edit, validate, auto populate, etc. data entry fields in order to ensure data quality.



Req. #	Sub-Category/ Field Name	Business (Functional) Requirement	Vendor Response	Core Mod	3 rd PS	Comments/Notes
CIT50	DNR	Provide the ability to capture and maintain hunting/fishing license number and license type on Citations	Meets the requirement out-of-the-box	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided citation input form is configured to best match the State's format and rule set.
CIT51	DNR	Provide the ability to support the scanning of hunting/fishing licenses to auto-populate license fields (and allow override if necessary)	Meets the requirement out-of-the-box	DCT/ LT, Local /Offline Client		License scanning is provided by the standalone DCT application. The ability to allow, or restrict, what data elements can be edited would be controlled through the DCT rules engine.
CIT52	DNR	Provide the ability to allow boat/watercraft information to be entered in place of in addition to vehicle information.	Meets the requirement out-of-the-box	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided citation input form is configured to best match the State's format and rule set.
CIT53	DNR	Provide the ability to capture and maintain a field to record state-mandated wildlife replacement costs, with manual entry of automated business rules.	Meets the requirement out-of-the-box	DCT/ LT		A citation related to a person causing injury or death of game or a protected species would allow for the selection of the appropriate violation. Then, AGS would expect the bond amount to be auto populated based using rules. Then the officer to overwrite the bond amount if necessary. This would be a common business rule approach when issuing a citation.
CIT54	DNR	Provide the ability to capture and maintain fields to document confiscated property (such as firearms, equipment, wildlife, etc.)	Meets the requirement out-of-the-box	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided citation input form is configured to best match the State's format and rule set.



Req. #	Sub-Category/ Field Name	Business (Functional) Requirement	Vendor Response	Core Mod	3 rd PS	Comments/Notes
CIT55	DNR	Provide the ability to capture and maintain officer notes for supplemental comments for court or agency review.	Meets the requirement out-of-the-box	DCT/ LT		This element is supported through the DCT Template Section builder. Using this tool, an AGS provided citation input form is configured to best match the State's format and rule set.
CIT56	DNR	Provide the ability to support notification routing to DNR, similar to the existing WVDMV and Highway Safety Notifications.	Meets the requirement out-of-the-box	DCT/ LT		DCT notifications supports this requirement
Reporting						
RFF1	Reports for Sale	The system shall support the generation of required reports that are optionally purchasable. Each agency can denote whether their crash reports are available for sale and at what price point (base report, charge per photo, charge per video, etc.). When payment is necessary, the system shall direct the user to the State Treasurer's Office website to complete the transaction, likely via a token and will wait for the Treasurer's Office to return the token with a status of "funds collected" or "funds not collected --- along with a reason code." The system shall not capture or store payment details, and reports shall only be released (for download) upon confirmation of successful payment from the Treasurer's Office.	Out-of-the-Box with configuration required to meet	DCT eCom merc e		The DCT crash purchase site currently operates in this way using PayPal; hence, the payment redirect will now go to WV Treasurer's payment system.
RFF2	Reports for Sale	Provide the capability of defining reports that agencies might offer for sale	Out-of-the-Box with configuration required to meet	DCT eCom merc e		The agency definition would have site specific report selections added. Adding of data elements in this way is base DCT functionality with appropriate configuration.
RFF3	Reports for Sale	Provide capability for each agency to opt in or out of selling reports (e.g., Y/N)	Out-of-the-Box with configuration	DCT eCom merc e		The agency definition would have site specific report selections added. Adding of data elements in this way is base DCT functionality with appropriate configuration.



Req. #	Sub-Category/ Field Name	Business (Functional) Requirement	Vendor Response	Core Mod	3 rd PS	Comments/Notes
			required to meet			
RFF4	Reports for Sale	Provide capability for each agency to opt in or out of specific pre-defined reports	Out-of-the-Box with configuration required to meet	DCT eCom merc e		The agency definition would have site specific report selections added. Adding of data elements in this way is base DCT functionality with appropriate configuration.
RFF5	Reports for Sale	Provide capability for each agency to set the selling price for each sellable report, attachments, photo, or video (if available)	Out-of-the-Box with configuration required to meet	DCT eCom merc e		The agency definition would have site specific report selections added. Adding of data elements in this way is base DCT functionality with appropriate configuration.
RFF6	Reports for Sale	Provide the capability of selling any combination of • Crash Reports • Crash Reconstruction • Other document types, such as attachments, pictures, videos, etc. For these types of add-ons, provide the ability to select single, multiple, or all.	Customization Required to Meet	DCT eCom merc e		The DCT crash purchase site would be tailored to meet this requirement.
RFF7	Reports for Sale	Provide the capability of defining fields to be redacted on these reports by the agency selling the report, based on business rules established by the agency	Out-of-the-Box with configuration required to meet	DCT eCom merc e		This is supported in the DCT eCommerce solution, but would be configured to ensure the business rules fully meet this requirement.
RFF8	Reports for Sale	Provide the ability for the agency to redact information on juveniles (minors)	Out-of-the-Box with configuration required to meet	DCT eCom merc e		This is supported in the DCT eCommerce solution, but would be configured to ensure the business rules fully meet this requirement.
RFF9	Reports for Sale	Provide the capability to define business rules which determine whether a report is eligible to be sold online or not	Out-of-the-Box with configuration	DCT eCom		This is supported in the DCT eCommerce solution, but would be configured to ensure the business rules fully meet this requirement.



Req. #	Sub-Category/ Field Name	Business (Functional) Requirement	Vendor Response	Core Mod	3 rd PS	Comments/Notes
			required to meet	merc e		
RFF10	General	Provide an Information Exchange option, able to be printed and distributed both at the crash scene and from the admin console that complies with WV State Code §17C-4-7(b), utilizing the information entered into this report <u>Note:</u> <i>§17C-4-7(b) Within 24 hours of a motor vehicle crash, the investigating law-enforcement officer shall provide the owner, operator, and insurance information upon request for all the involved parties to each of the other involved parties, and to each party's respective insurance agents. This information shall be made available, at no cost, whether or not the accident report has been completed.</i>	Out-of-the-Box with configuration required to meet	DCT/ LT		DCT supports an information exchange form. The format of this document would be configured to match WVDOT's document standard.
RFF11	General	Provide the ability to create information exchange report(s) for drivers involved in a crash	Out-of-the-Box with configuration required to meet	DCT/ LT		DCT supports an information exchange form. The format of this document would be configured to match WVDOT's document standard.
RFF12	General	Provide the ability to create a Reconstruction Report for a crash	Out-of-the-Box with configuration required to meet	DCT/ LT		This would either be a separate form, or a section within the crash form. The Template Section builder well accommodates the need to configure this document.
RFF13	General	Provide pre-defined reports that are automatically generated and distributed (pushed to the user, report portal, etc.) to support day-to-day business functions; provide the necessary tools to configure reports, and copy existing reports as the basis for additional reports.	Out-of-the-Box with configuration required to meet	DCT/ LT		This is handled by DCT job control and notifications.



Req. #	Sub-Category/ Field Name	Business (Functional) Requirement	Vendor Response	Core Mod	3 rd PS	Comments/Notes
RFF14	General	Provide sufficient control reports and proactive monitoring to ensure the operational integrity of business operations (e.g. control totals, record counts, brought forward/carried forward totals, etc.).	Meets the requirement out-of-the-box	DCT/ LT		The administrative home dashboard provides for this with tile counts and charts displaying system metrics. Each of these has drill down to further detail.
RFF15	General	Provide self-service reports and downloads that are either pre-defined and selected (pulled by the user) or created ad-hoc from a pre-populated user-friendly database structure using report tools commonly associated with data warehousing methodologies.	Meets the requirement out-of-the-box	DCT/ LT		The DCT ad hoc dashboard and query provides this functionality.
RFF16	General	Provide interactive analysis capabilities that help decision makers use communication technologies, data, documents, knowledge, and analytical models to identify and solve problems.	Meets the requirement out-of-the-box	DCT/ LT		The DCT ad hoc dashboard and query provides this functionality.
RFF17	General	Support pre-built data structures and data transformations through upgrades with new versions of and patches to the operational application suite.	Meets the requirement out-of-the-box	DCT/ LT		DCT upgrades are designed to fully compatible with previously installed versions.
RFF18	General	Provide a reporting and analysis toolset that does not require knowledge and training on the toolset's proprietary language or configuration for most users (i.e., non-power users).	Meets the requirement out-of-the-box	DCT/ LT		DCT standard reports provide the most straight forward functionality for this purpose.
RFF19	General	Provide a solution architecture to have 24-hour, 7-day-a-week access (excluding defined maintenance windows) to the reporting functions.	Meets the requirement out-of-the-box	DCT/ LT		DCT and the AGS hosting environment is designed for 7x24 operation with no down time.
RFF20	General	Support read-only access to data via Open Database Connectivity (ODBC) with appropriate security.	Meets the requirement out-of-the-box	DCT/ LT		ODBC connectivity is available.
RFF21	General	Support user access to predefined reports via the web without installation of client software, apps or any widgets 100% of the time, along with access to self-service reports and export/downloads via the web a minimum of 80% of the time.	Meets the requirement out-of-the-box	DCT/ LT		The DCT ad hoc dashboard and query provides this functionality.



Req. #	Sub-Category/ Field Name	Business (Functional) Requirement	Vendor Response	Core Mod	3 rd PS	Comments/Notes
RFF22	General	Leverage the roles and security definitions setup of the system solution within the reporting and business function to minimize duplication of security administration functions.	Meets the requirement out-of-the-box	DCT/ LT		DCT uses role-based security which is administratively maintained within the application.
RFF23	General	Support utilization of the same system specifications (architectural landscape) that are required for the Crash and Citation Reporting operational platform for the reporting environment to the extent feasible.	Meets the requirement out-of-the-box	DCT/ LT		DCT is a single unified solution.
RFF24	Report Portal	Provide users with a user specific personalized report portal that allows access to only those reports that the user is authorized to see consistent with role-based security definitions.	Meets the requirement out-of-the-box	DCT/ LT		DCT roles apply to all reporting functionality.
RFF25	Report Portal	Provide access to rows and/or columns within the report to be restricted based on the user's role (e.g. the user can only view data according to their defined security role, etc.).	Meets the requirement out-of-the-box	DCT/ LT		DCT security cross sections the entire application providing row, column and cell/field level controls.
RFF26	Report Portal	Provide a list of the reports that have been distributed / are available to the user via the portal (i.e. the user has been granted authorization to view a report by the designated report publisher/owner).	Meets the requirement out-of-the-box	DCT/ LT		The DCT ad hoc dashboard and query provides this functionality.
RFF27	Report Portal	List saved personalized reports and ad-hoc queries that the user has authority to either create or modify in the user's personal reports list.	Meets the requirement out-of-the-box	DCT/ LT		The DCT ad hoc dashboard and query provides this functionality.
RFF28	Report Portal	Allow an authorized user to search the existing reports inventory and subscribe to reports after requesting and receiving permission from the report owner/publisher.	Meets the requirement out-of-the-box	DCT/ LT		The DCT ad hoc dashboard and query provides this functionality.
RFF29	Report Portal	Allow for designated report publishers to un-publish reports to individual users or groups of users.	Meets the requirement out-of-the-box	DCT/ LT		The DCT ad hoc dashboard and query provides this functionality.
RFF30	Report Portal	Support users sharing saved personalized reports and ad-hoc queries for use by another user aligned with defined user roles.	Meets the requirement out-of-the-box	DCT/ LT		The DCT ad hoc dashboard and query provides this functionality.



Req. #	Sub-Category/ Field Name	Business (Functional) Requirement	Vendor Response	Core Mod	3 rd PS	Comments/Notes
RFF31	Report Portal	Allow for users to delete shared reports from their personal reports list without deleting the shared report from another user's personal reports list.	Meets the requirement out-of-the-box	DCT/ LT		The DCT ad hoc dashboard and query provides this functionality.
RFF32	Report Portal	Support a user refreshing (running) saved personal reports or ad-hoc queries from the portal with an option to run in the background and send a notification to the user upon completion.	Out-of-the-Box with configuration required to meet	DCT/ LT		The DCT ad hoc dashboard and query can provide this with additional configuration. DCT is highly optimized for query processing and running of background report should not be necessary.
RFF33	Standard Report Features	Allow a user to execute reports and modify report query parameters on-line and allow a user to save modified report versions as personal versions without impacting the base query.	Meets the requirement out-of-the-box	DCT/ LT		The DCT ad hoc dashboard and query provides this functionality.
RFF34	Standard Report Features	Support drill down from summary information to the supporting detail transactions and drill up from the detail transaction to the summary information where appropriate.	Meets the requirement out-of-the-box	DCT/ LT		The DCT ad hoc dashboard and query provides this functionality.
RFF35	Standard Report Features	Provide the option, as part of drill down functionality, to print the expanded sections of the drill down results with the content of the original query results.	Meets the requirement out-of-the-box	DCT/ LT		The DCT ad hoc dashboard and query provides this functionality.
RFF36	Standard Report Features	Link the report generator directly to the data dictionary to provide point and click data item selection and drag-and-drop formatting by the user.	Meets the requirement out-of-the-box	DCT/ LT		The DCT ad hoc dashboard and query provides this functionality.
RFF37	Standard Report Features	Allow for a user to define or modify the sort order of reports.	Meets the requirement out-of-the-box	DCT/ LT		The DCT ad hoc dashboard and query provides this functionality.
RFF38	Standard Report Features	Support searching for data, transactions or documents using a range of data values.	Meets the requirement out-of-the-box	DCT/ LT		The DCT ad hoc dashboard and query provides this functionality.
RFF39	Standard Report Features	Support searching, filtering, and reordering of data within a results set.	Meets the requirement out-of-the-box	DCT/ LT		The DCT ad hoc dashboard and query provides this functionality.



Req. #	Sub-Category/ Field Name	Business (Functional) Requirement	Vendor Response	Core Mod	3 rd PS	Comments/Notes
RFF40	Standard Report Features	Support free-form text searching that includes embedded, attached, or linked documents.	Meets the requirement out-of-the-box	DCT/ LT		The DCT ad hoc dashboard and query provides this functionality.
RFF41	Standard Report Features	Support free-form text searching that includes the specification of words that are in a given range of words.	Meets the requirement out-of-the-box	DCT/ LT		The DCT ad hoc dashboard and query provides this functionality.
RFF42	Standard Report Features	Support free-form text searching that includes the specification of wildcards (such as * and ? In strings) as well as %LIKE% string searches that provide a broader support for searching string fields.	Meets the requirement out-of-the-box	DCT/ LT		The DCT ad hoc dashboard and query provides this functionality.
RFF43	Standard Report Features	Allow for a user to save a personal copy for later execution of a pre-defined report with a set of specific selection criteria.	Meets the requirement out-of-the-box	DCT/ LT		The DCT ad hoc dashboard and query provides this functionality.
RFF44	Standard Report Features	Support standard print capabilities such as those typically available in Windows-based products such as print preview, print a range of pages, print a number of copies, print to device, print to PDS, etc.	Meets the requirement out-of-the-box	DCT/ LT		As a browser based application, DCT prints documents formatted as PDF. The resulting PDF is then either: - rendered in a tab prior to printing, or - downloaded as a PDF document In either scenario, the user can then view the electronic document and then select pages to print.
RFF45	Standard Report Features	Allow for on-line reports to be run in the background and allow users to continue processing such that report results can then be accessed through the report portal with an online user notification provided when the report is generated.	Out-of-the-Box with configuration required to meet	DCT/ LT		The DCT ad hoc dashboard and query can provide this with additional configuration. DCT is highly optimized for query processing and running of background report should not be necessary.
RFF46	Standard Report Features	Support scheduling a report to run automatically if certain conditions (business rules) are met, including event-triggered, day and time of week triggered, etc.	Out-of-the-Box with configuration required to meet	DCT/ LT		DCT notifications and job control are specifically designed to trigger reporting events based on system conditions and/or a schedule.



Req. #	Sub-Category/ Field Name	Business (Functional) Requirement	Vendor Response	Core Mod	3 rd PS	Comments/Notes
RFF47	Standard Report Features	Support export of query and report results as an external database, word processing format (.doc or .docx), text file (.txt), standard portable flat file formats (comma delimited, tab delimited, etc.) with option to choose delimiter, XML, or JSON formats.	Meets the requirement out-of-the-box	DCT/ LT		DCT supports the export into all of the formats mentioned in this requirement.
RFF48	Standard Report Features	Support report distribution based on events, process milestones, or predefined data thresholds or values, e.g., based on data values contained within the report (i.e., conditional operators >, <, =, etc.).	Meets the requirement out-of-the-box	DCT/ LT		The DCT ad hoc dashboard and query provides this functionality.
RFF49	Standard Report Features	Support distributing reports by a variety of methods such as sending links to reports via email, web, or push to mobile devices.	Out-of-the-Box with configuration required to meet	DCT/ LT		Sending links to reports requires that the receiving user authenticate to DCT when clicking the link.
RFF50	Standard Report Features	Support printing of reports on special forms.	Out-of-the-Box with configuration required to meet	DCT/ LT		DCT reporting is designed to generate highly technical report layouts.
RFF51	Standard Report Features	Support effective date selection and query including Boolean operations such as date ranges.	Meets the requirement out-of-the-box	DCT/ LT		The DCT ad hoc dashboard and query provides this functionality.
RFF52	Standard Report Features	Support incorporating derived field values into reports resulting from formulas, functions, and mathematical calculations.	Meets the requirement out-of-the-box	DCT/ LT		The DCT ad hoc dashboard and query provides this functionality.
RFF53	Standard Report Features	Allow an authorized user to create and specify report templates.	Meets the requirement out-of-the-box	DCT/ LT		The DCT ad hoc dashboard and query provides this functionality.
RFF54	Standard Report Features	Provide wizards to guide the users through report building steps.	Meets the requirement out-of-the-box	DCT/ LT		The DCT ad hoc dashboard and query provides this functionality.



Req. #	Sub-Category/ Field Name	Business (Functional) Requirement	Vendor Response	Core Mod	3 rd PS	Comments/Notes
RFF55	Standard Report Features	Support graphical report layout tools and drag-and-drop features to assist users in formatting reports and inquiries.	Meets the requirement out-of-the-box	DCT/ LT		The DCT ad hoc dashboard and query provides this functionality.
RFF56	Standard Report Features	Support the use of unstructured data in query results (e.g., Microsoft® Word®, Microsoft® Excel®, scanned images, and other documents attached to transactions).	Meets the requirement out-of-the-box	DCT/ LT		Attached document content is stored to the database and, therefore, available as a query result.
RFF57	Standard Report Features	Support the creation of various charts from the reporting tool.	Meets the requirement out-of-the-box	DCT/ LT		The DCT ad hoc dashboard and query fully meets this requirement.
RFF58	Standard Report Features	Support linking from reporting tool to Microsoft Office or Google Workspace graphic, spreadsheet and presentation applications.	Meets the requirement out-of-the-box	DCT/ LT		The DCT ad hoc dashboard and query can link to external sources as described.
RFF59	Standard Report Features	Provide the ability to generate reports and notifications for Failure to Appear (FTA) and Failure to Pay (FTP) events to designated agencies.	Out-of-the-Box with configuration required to meet	DCT/ LT		DCT notifications and job control would be used to meet this requirement.
RFF60	Ad-hoc Query	Provide a robust ad-hoc query facility.	Meets the requirement out-of-the-box	DCT/ LT		The DCT ad hoc dashboard and query fully meets this requirement.
RFF61	Ad-hoc Query	Support a user building ad-hoc queries to report on any fields in the Crash and Citation applications for which they are authorized using one or more or a combination of different criteria; provide online access to a data dictionary showing data element and table to assist.	Meets the requirement out-of-the-box	DCT/ LT		The DCT ad hoc dashboard and query provides table and field selection data assistance. Further information can be posted to the DCT Wiki if necessary.
RFF62	Ad-hoc Query	Ensure that a user cannot access information through an ad-hoc query if they are not authorized to view this information in the operational Crash and Citation application.	Meets the requirement out-of-the-box	DCT/ LT		The DCT ad hoc dashboard and query fully enforces DCT role-based security.



Req. #	Sub-Category/ Field Name	Business (Functional) Requirement	Vendor Response	Core Mod	3 rd PS	Comments/Notes
RFF63	Ad-hoc Query	Allow for a user to save an ad-hoc query for later execution without impacting any base query that was used as a start point.	Out-of-the-Box with configuration required to meet	DCT/ LT		The DCT ad hoc dashboard and query can provide this with additional configuration. DCT is highly optimized for query processing and running of background report should not be necessary.
RFF64	Ad-hoc Query	Display a user's saved ad-hoc queries by the user-defined descriptive name on the user's report portal.	Meets the requirement out-of-the-box	DCT/ LT		The DCT ad hoc dashboard and query provides this functionality.
RFF65	Ad-hoc Query	Allow for a user to authorize one or more additional users to have access to a saved ad-hoc query through the report portal.	Meets the requirement out-of-the-box	DCT/ LT		The DCT ad hoc dashboard and query provides this functionality.
RFF66	Ad-hoc Query	Display any ad-hoc queries authorized by one user for use by a second user on the second user's report portal.	Meets the requirement out-of-the-box	DCT/ LT		The DCT ad hoc dashboard and query provides this functionality.
RFF67	Ad-hoc Query	Support natural language (NL), i.e., English-like entry of ad hoc queries (such as using an LLM AI toolset to write sophisticated SQL (Structured Query Language) statements to create reports from the database.	Meets the requirement out-of-the-box	DCT/ LT		The DCT ad hoc dashboard and query provides this functionality.
RFF68	Report Administration	Provide a solution architected to centrally manage the reporting tool set to ensure that any updates are distributed to users and that all users are accessing the same version of the reporting software.	Meets the requirement out-of-the-box	DCT/ LT		All reporting in DCT is built into the central application deploy served to all users.
RFF69	Report Administration	Ensure the reporting solution is architected so system performance is not impacted when a large report or query is being run.	Meets the requirement out-of-the-box	DCT/ LT		DCT is a mature, robust, solution specific designed for optimized mixed operations including; online interactive, batch processing, reporting, data synchronization, backups, etc.
RFF70	Report Administration	Support scheduling, viewing and modifying the start time for batch printing including any dependencies on certain business conditions or events.	Meets the requirement out-of-the-box	DCT/ LT		DCT includes a job scheduler.



Req. #	Sub-Category/ Field Name	Business (Functional) Requirement	Vendor Response	Core Mod	3 rd PS	Comments/Notes
RFF71	Report Administration	Allow the system administrator or other authorized user to define limits on the execution time for a report or query and/or the number of records/rows being retrieved.	Meets the requirement out-of-the-box	DCT/ LT		The DCT ad hoc dashboard and query provides this functionality.
RFF72	Report Administration	Automatically cancel a query or report job if it fails to meet system administrator defined criteria (e.g., time limits, infinite loops, excessive pages, etc.).	Meets the requirement out-of-the-box	DCT/ LT		The DCT ad hoc dashboard and query provides this functionality. DCT standard reporting is purposefully optimized and constrained to prevent users from generating reports with these problems.
RFF73	Report Administration	Allow the system administrator or other authorized user to terminate any query or report that significantly reduces system performance.	Meets the requirement out-of-the-box	DCT/ LT		AGS can terminate application and database jobs that are long running. Note, DCT is specifically designed to mitigate this issue when operations are performed through the UI. Long running queries (longer than 5 minutes) are reported to system administrators in real time.
RFF74	Report Administration	Allow the system administrator or other authorized user to override parameters for an individual query or report.	Meets the requirement out-of-the-box	DCT/ LT		The DCT ad hoc dashboard and query provides this functionality.
RFF75	Report Administration	Support auditing of exports of report data and modifications to report definitions.	Meets the requirement out-of-the-box	DCT/ LT		The DCT ad hoc dashboard and query provides this functionality.
RFF76	Report Administration	Support configuration of report definitions to suppress information based on a user's role and permissions.	Meets the requirement out-of-the-box	DCT/ LT		All reporting functions enforce role-based security.
RFF77	Report Administration	Report on user production statistics by user ID, time of day, length of job, etc. to determine who is viewing a report, what reports are being used and resources consumed by business unit/user.	Meets the requirement out-of-the-box	DCT/ LT		Audit trail reporting provides this functionality.
Application Architecture						
AA1	General	Provide a solution that provides law enforcement with a tool for easily entering crash and citation information that is robust and effective --- filling in values based on the user profile (i.e., default values are	Meets the requirement out-of-the-box	DCT/ LT		AGS directly supports law enforcement end users and has built the DCT solution with this specifically in mind.



Req. #	Sub-Category/ Field Name	Business (Functional) Requirement	Vendor Response	Core Mod	3 rd PS	Comments/Notes
		<p>automatically filled based on the identity of the end user), but support the ability for the user to override these default values as required. Anytime a default value has been overridden by the end-user, flag the record as such, indicating that the default was overridden or not accepted.</p>				
AA2	General	<p>Provide a solution that implements logical edit checks across all relevant data fields to ensure data fidelity and data integrity. These edit checks must validate that values entered in one field are consistent with values entered in other related fields. Additionally, the system shall dynamically control field visibility, displaying only those fields that are logically related to prior user inputs. The system solution must:</p> <ul style="list-style-type: none"> • Enforce cross-field validation rules that prevent contradictory, incomplete, or illogical data combinations. • Automatically reveal or hide dependent fields based on earlier selections or entries; • Ensure that only contextually valid values are available for selection in any dependent field; • Support complex multi-field logic (e.g., hierarchical, nested, or multi-variable conditions); • Provide real-time feedback to the end user when an entry violates a logical rule; and • Allow administrative configuration of validation rules without requiring code changes. <p><u>Example</u> (for clarity, not limiting): If the user selects a vehicle type of "Motorcycle" or "ATV," the system must automatically display the "Helmet Use" field and restrict its values to those appropriate for motorcycle/ATV operation. If the vehicle type is not one of these, the "Helmet Use" field must remain hidden or disabled.</p>	Meets the requirement out-of-the-box	DCT/ LT		DCT is specifically designed to meet this requirement with flexibility to readily adapt to changes over time.



Req. #	Sub-Category/ Field Name	Business (Functional) Requirement	Vendor Response	Core Mod	3 rd PS	Comments/Notes
AA3	Archiving	Provide reporting and analysis tools which guide the crash and citation data administrator in determining which data is appropriate and available (meaning there are no open related transactions that would inhibit good archive practices) to archive.	Meets the requirement out-of-the-box	DCT/ LT		This is supported through the business process review and follow-on workflow and dashboard design.
AA4	Archiving	Store asset related data for an indefinite period (e.g., some or all asset related data may be retained for an indefinite period, while other data may be able to be archived after certain user-defined periods based on record retention policies).	Meets the requirement out-of-the-box	DCT/ LT		DCT has no specific limitation on data retention. AGS will follow State policy in the regard.
AA5	Archiving	Allow an authorized user to mark records for deletion. Deleted records and attachments will be archived in the database with an indicator of "deleted".	Meets the requirement out-of-the-box	DCT/ LT		This is how DCT functions on Delete.
AA6	Archiving	Allow an authorized user to unmark records which have been flagged in the database for deletion (maintaining referential integrity).	Out-of-the-Box with configuration required to meet	DCT/ LT		"Undeletion" would typically be handled through an issue request to the AGS support team. If specific functionality to un-mark deletions is required by WV, then a process can be provided.
AA7	Archiving	Support purge, archive, and restore of inactive records based on user-defined criteria and track history.	Out-of-the-Box with configuration required to meet	DCT/ LT		Through the business process review these policies and procedures would be documented and then provided through the implementation.
AA8	Archiving	Allow system administrator or other authorized user to define archiving criteria for different types of data	Out-of-the-Box with configuration required to meet	DCT/ LT		Through the business process review these policies and procedure would be documented and then provided through the implementation.
AA9	Archiving	Support restoring of archived data by various parameters including the date range of the archiving process and other user-defined business rules.	Out-of-the-Box with configuration	DCT/ LT		Through the business process review these policies and procedures would be documented and then provided through the implementation.



Req. #	Sub-Category/ Field Name	Business (Functional) Requirement	Vendor Response	Core Mod	3 rd PS	Comments/Notes
			required to meet			
AA10	Audit Trail	Maintain an audit trail of all user actions that update and access the database including at a minimum user ID, action performed, and time/date stamp; this includes any update via online, batch, web services or self-service functions.	Meets the requirement out-of-the-box	DCT/ LT		DCT provides a full audit trail for all data changes and application operations.
AA11	Audit Trail	Support monitoring the audit trail logs via an auto alert based on user-defined business rules.	Meets the requirement out-of-the-box	DCT/ LT		The administrator dash board provides this.
AA12	Audit Trail	Support notifications via email to designated users when certain auditable events occur.	Meets the requirement out-of-the-box	DCT/ LT		DCT notifications and job control provides this functionality.
AA13	Audit Trail	Provide a timestamp and user ID of the system user when a record was last changed or inserted.	Meets the requirement out-of-the-box	DCT/ LT		Transaction history provides this and this history is available both on screen and in reporting.
AA14	Audit Trail	Store the program ID of the program that inserted, deleted or last changed the record, along with the old and new value of the data changed. That is, provide full traceability for all inserts, changes, and deletes of content.	Meets the requirement out-of-the-box	DCT/ LT		This is how the DCT audit functionality works.
AA15	Audit Trail	Manage the retention and archiving of audit trails based on user-defined business rules.	Out-of-the-Box with configuration required to meet	DCT/ LT		Through the business process review these policies and procedures would be documented and then provided through the implementation.
AA16	Audit Trail	Maintain an audit trail of report execution including report requested, user requesting report and time/date stamp.	Meets the requirement out-of-the-box	DCT/ LT		This is how the DCT audit functionality works.
AA17	Document Management	Provide basic document management capabilities within the Crash and Citation applications (that is, the	Meets the requirement out-of-the-box	DCT/ LT		Crash report attachments and documents are supported.



Req. #	Sub-Category/ Field Name	Business (Functional) Requirement	Vendor Response	Core Mod	3 rd PS	Comments/Notes
		ability to store and link files to a master or transaction record, etc.).				
AA18	Document Management	Support configuring specific workflows or transactions to access different document locations based on the location of the document, either stored in the Crash and Citation applications or stored in the Department's enterprise document management systems / shared directory.	Out-of-the-Box with configuration required to meet	DCT/ LT		DCT supports document attachment and linking to external to documents.
AA19	Document Management	Support purging or archiving a document or attachment without purging or archiving the related transaction. Record all changes to a transaction in a separate log (e.g., creation, revision, update, deletion).	Meets the requirement out-of-the-box	DCT/ LT		The audit trail and record history is available for archived records.
AA20	Document Management	Provide an indicator within the user interface part of the system that there is one or more relevant documents associated with the displayed record that are stored (either directly in the Crash and Citation system or in the Department's document management system/shared directory); the user must be able to click on the indicator to retrieve and display the image/soft copy of the document.	Meets the requirement out-of-the-box	DCT/ LT		Both locally attached and remote document viewing is provided for.
AA21	Functions and Features	Support the importing/exporting of Google Sheets/Docs, Microsoft Office, and Microsoft Office365 objects as well as industry standard formats (.doc, .docx, .pdf, .txt, .csv, .xml, .json).	Meets the requirement out-of-the-box	DCT/ LT		DCT can import and export all the formats listed in this requirement.
AA22	Functions and Features	Support the generation of notifications (email messages/Texts) by the system based on various system/business events using standard e-mail protocols including but not limited to IMAP, MAPI, POP3, SMTP, etc.	Meets the requirement out-of-the-box	DCT/ LT		DCT notifications and internal messaging both support this functionality.
AA23	Functions and Features	Support wildcard or partial searches.	Meets the requirement out-of-the-box	DCT/ LT		The DCT search functionality supports this functionality.



Req. #	Sub-Category/ Field Name	Business (Functional) Requirement	Vendor Response	Core Mod	3 rd PS	Comments/Notes
AA24	Functions and Features	Support default of the value of a field based on the value of another field according to user-defined business rules.	Out-of-the-Box with configuration required to meet	DCT/ LT		The DCT rules engine fully supports this functionality.
AA25	Functions and Features	Provide user-defined data fields within each Crash and Citation function (estimated 10% of total defined fields in each major system function).	Meets the requirement out-of-the-box	DCT/ LT		The DCT Template Section builder provides this through the implementation precisely as required by WV with all the fields, list values and rules needed now and in the future.
AA26	Functions and Features	Track and store effective date changes throughout the systems and across modules.	Meets the requirement out-of-the-box	DCT/ LT		DCT rules have start and end dates in order to meet this requirement.
AA27	Functions and Features	Utilize effective and expiration dates to version reference tables and data.	Out-of-the-Box with configuration required to meet	DCT/ LT		Reference tables are part of the DCT meta structure and effectives dates are readily configured with in that structure. This is a common requirement to all AGS implementations.
AA28	Functions and Features	Support mass changes to defined groups of transactions or data with appropriate audit trails.	Out-of-the-Box with configuration required to meet	DCT/ LT		The specific scenarios for this requirement would be documented through the business process review and then the mass edit functionality would be provided through the implementation. AGS considers the hosted data to be owned by the State, therefore, the State can perform mass edits, with appropriate controls, directly on the database if desired.
AA29	Functions and Features	Support back out (rollback) of previously entered batches and individual transactions.	Out-of-the-Box with configuration required to meet	DCT/ LT		Batch transactions are assigned a unique batch number for tracking and audit purposes. The batch number may be used to reverse the transaction.



Req. #	Sub-Category/ Field Name	Business (Functional) Requirement	Vendor Response	Core Mod	3 rd PS	Comments/Notes
AA30	Functions and Features	Provide a sequential unique identifier for a batch.	Meets the requirement out-of-the-box	DCT/ LT		Batch transactions are assigned a unique batch number for tracking and audit purposes.
AA31	Functions and Features	Support use of bar code, QR code or RFID scanners with the proposed software solution to support data input for electronic identification of medical data (see MMUCC requirements for more detail). Allow the use of hand-held readers/printers to support all system transactions.	Meets the requirement out-of-the-box	DCT/ LT, Local /Offli ne Client		The DCT Client fully supports this. The DCT Client synchronizes data with the main web server automatically and on demand.
AA32	Functions and Features	Support PDF471 scanning of driver's license	Meets the requirement out-of-the-box	DCT/ LT, Local /Offli ne Client		License scanning is support by the DCT Client application.
AA33	Functions and Features	Support PDF471 scanning of vehicle registration and/or license plate	Meets the requirement out-of-the-box	DCT/ LT, Local /Offli ne Client		Vehicle and registration scanning is supported by the DCT Client application.
AA34	Functions and Features	Support the use of the "print screen" function and export to standard formats (xls., doc, pdf, google sheet/doc, csv, pdf, xml, json, etc.) from any screen.	Meets the requirement out-of-the-box	DCT/ LT		DCT is a web-based application (it runs within a browser), therefore, it can be screen shotted. All screen have export capability. Also, reports have various output selection formats such as those listed in this requirement.
AA35	Functions and Features	Provide multi-language support with spell check and dictionary support, along with support for a user-defined dictionary of terms.	Out-of-the-Box with configuration required to meet	DCT/ LT		DCT is significantly configuration driven; therefore, multiple languages can be supported. Narrative can be spelled checked.



Req. #	Sub-Category/ Field Name	Business (Functional) Requirement	Vendor Response	Core Mod	3 rd PS	Comments/Notes
AA36	Functions and Features	Support set-up of user-defined and standard document, form and letter templates at either the Department-wide or department/business unit level for use throughout the Crash and Citation solutions with names, titles, labels, pre-defined backgrounds, etc.	Meets the requirement out-of-the-box	DCT/ LT		User defined templates are supported for internal messaging, notifications and reporting.
AA37	Functions and Features	Support copying of a system item to create a new system item of the same type as a productivity tool to reduce manual data entry requirements.	Meets the requirement out-of-the-box	DCT/ LT		Records can be duplicated in DCT in order to save data entry time.
AA38	Functions and Features	Allow the system administrator or other authorized users to broadcast messages to all or a specific subset of system users.	Meets the requirement out-of-the-box	DCT/ LT		Internal messaging fully supports this.
AA39	Functions and Features	Support scheduling of broadcast messages with a start and end date/time.	Meets the requirement out-of-the-box	DCT/ LT		Internal messaging fully supports this.
AA40	Functions and Features	Support use of electronic signatures to initiate or approve a business event within the proposed software solution through authentication of the user to the system by entry of valid user credentials at the time the user signs on to the system. Record the application of electronic signatures in the record transaction log.	Meets the requirement out-of-the-box	DCT/ LT		Electronic signatures are supported both a graphics and as a signed PDF.
AA41	Functions and Features	Integrate with Department specific standard email systems (at a minimum, Gmail and Microsoft Outlook).	Out-of-the-Box with configuration required to meet	DCT/ LT		Internal messaging, notifications and DCT in general integrates with department/external email.
AA42	General	Share all related business information across functional areas and organizations (subject to application security and user-defined business rules).	Meets the requirement out-of-the-box	DCT/ LT		The DCT security model is specifically designed to support this requirement.



Req. #	Sub-Category/ Field Name	Business (Functional) Requirement	Vendor Response	Core Mod	3 rd PS	Comments/Notes
AA43	General	Provide an integrated data management structure that is utilized across the proposed software solution to minimize system processing or administration required on data integration points.	Meets the requirement out-of-the-box	DCT/ LT		DCT is a single integrated product and a unified database.
AA44	General	Provide user-controlled definition and maintenance of system values and business rules in tables without requiring programmer intervention.	Meets the requirement out-of-the-box	DCT/ LT		Reference tables, system rules, security, form layouts, etc. are maintained with the application.
AA45	General	Support update of all related modules and tables with a single entry (e.g., a change to a project attribute or project status information is made only once but takes effect throughout the system).	Meets the requirement out-of-the-box	DCT/ LT		DCT uses a global unique key model for referential data. Therefore, all associated record data elements can be changed without affecting the underlying reference.
AA46	General	Allow the application administrator or other authorized users to manage and maintain system tables and data field values.	Meets the requirement out-of-the-box	DCT/ LT		DCT is designed to be administrated in this way through the application.
AA47	General	Support the addition of user-defined fields that updates the supporting tables/queries as well as the screens.	Meets the requirement out-of-the-box	DCT/ LT		DCT uses a meta data structure that is specifically designed for this.
AA48	General	Support persistence in terms of field labels such that a screen label defined in one place would be referred to the same way everywhere.	Out-of-the-Box with configuration required to meet	DCT/ LT		DCT refers to this as "lingo". A maintenance area of the system is available for defining system lingo. This is then used to drive field labeling.
AA49	General	Perform transactions in real-time in the sense that online access will display the most current element value (e.g., if a user changes the value of a data element on one screen, the newly changed data value will be shown when the user moves to another screen with that element).	Meets the requirement out-of-the-box	DCT/ LT		DCT is entirely real time. Note, operations on a DCT Client application interact with the central database at specific intervals of network connectivity, or by demand. Therefore, DCT client operations specifically do not update the central database in real time by design.



Req. #	Sub-Category/ Field Name	Business (Functional) Requirement	Vendor Response	Core Mod	3 rd PS	Comments/Notes
AA50	General	Edit all system input according to user-defined business rules so that the rules are appropriately applied, and data is validated at the time the data is being entered into the system either on-line or through a batch transaction.	Meets the requirement out-of-the-box	DCT/ LT		DCT rules are defined to operate both online in real time and also in batch.
AA51	General	Support multiple concurrent application sessions for each user; each concurrent session must utilize the same security profile.	Meets the requirement out-of-the-box	DCT/ LT		Users may log into the application multiple times subject to the system's configured same-user concurrency limit defined for their role. Note, DCT supports multiple tab operations within a single session, therefore, it is not necessary to be signed in multiple times to concurrently view multiple sets of data at the same time.
AA52	General	Maintain security logs and audit trails distinctly for each concurrent user session.	Meets the requirement out-of-the-box	DCT/ LT		This is how the DCT audit functionality works.
AA53	General	Provide a metadata editor to modify/relabel terms, screen and field captions across the application, by department or line of business and/or by screen by role; user configured terms shall reflect on reports; retain original terms allowing revert; re-apply modified captions after upgrades/releases.	Meets the requirement out-of-the-box	DCT/ LT		This is intrinsically how DCT works.
AA54	General	Provide the application administrator or other authorized user with screen layout configuration capabilities including movement of fields around a screen and/or across tabs, removal of fields, addition of user-defined fields, reorder or consolidation of tabs, buttons to enable prints and selection of related reports, links to other business objects (e.g., project records, contract records, project contacts, etc.).	Meets the requirement out-of-the-box	DCT/ LT		DCT is configured using a toolset that is available for State administrators to use in this way.
AA55	General	Comply with the Rehabilitation Act of 1973 and Americans with Disabilities Act (ADA) Section 508 standards for accessibility for all system functions;	Out-of-the-Box with configuration	DCT/ LT		Supporting WCAG Level AA (Section 508) is contingent on ensuring the system is configured with



Req. #	Sub-Category/ Field Name	Business (Functional) Requirement	Vendor Response	Core Mod	3 rd PS	Comments/Notes
		comply with the latest version of the Web Content Accessibility Guidelines (WCAG) and ensure the Crash and Citation applications can work with industry leading assistive technology products such as screen readers. All screens/windows/forms accessible to the public must be WCAG 2.1 Level AA compliant.	required to meet			this in mind during the system's implementation and in the future.
AA56	General	Support encryption or masking of any fields with access restricted to authorized users by department/business unit and role and responsibility.	Meets the requirement out-of-the-box	DCT/ LT		DCT security cross sections the entire application allowing role, and user, based controls on areas including workflow, rules, etc. down to the field level if necessary.
AA57	General	Support indicating at the field level user classes or individual users who are authorized to view masked or encrypted fields.	Meets the requirement out-of-the-box	DCT/ LT		DCT is an extensively configurable environment specifically designed to meet this WV requirement.
AA58	General	Provide support for field-level "Tool Tips" feature.	Meets the requirement out-of-the-box	DCT/ LT		Tooltips are entered as part of the Template Section builder field properties.
AA59	Help	Provided a centrally stored and maintained system wide help function.	Meets the requirement out-of-the-box	DCT/ LT		Help is context sensitive linked to the DCT Wiki with site specific contexts as needed.
AA60	Help	Provide context-sensitive, field-level on-line help features for all screen elements, screen errors and error codes, along with the ability for an authorized user to make revisions to these on-line help features and content.	Meets the requirement out-of-the-box	DCT/ LT		Help is context sensitive linked to the DCT Wiki with site specific contexts as needed.
AA61	Help	Identify processing or navigation path for a screen.	Meets the requirement out-of-the-box	DCT/ LT		This is part of the Wiki content.
AA62	Help	Provide user documentation that is comprehensive, clear and easy to use (e.g., user documentation must provide quick answers to questions regarding the navigation of application screens, execution of pre-defined reports, and use of the ad-hoc query	Meets the requirement out-of-the-box	DCT/ LT		Publications are provided through a Wiki book generation process. All of the documentation listed would be populated in the Wiki.



Req. #	Sub-Category/ Field Name	Business (Functional) Requirement	Vendor Response	Core Mod	3 rd PS	Comments/Notes
		capability); it must also contain clear and thorough descriptions of all screen and batch processing functions, screen data, programs, system reports, and any processing parameters.				
AA63	Help	Provide comprehensive search functions for on-line documentation, including search strings with wild cards, and linked content by topic area.	Meets the requirement out-of-the-box	DCT/ LT		The Wiki includes search functionality.
AA64	Help	Provide table-driven error message handling that can be modified by authorized users.	Meets the requirement out-of-the-box	DCT/ LT		Messaging is configured within the application and administrated within the application based on role security.
AA65	Help	Ensure any customized help files carry forward automatically during upgrades.	Meets the requirement out-of-the-box	DCT/ LT		Help is context sensitive linked to the DCT Wiki with site specific contexts as needed and, therefore, independent of upgrades.
AA66	Security	Integrate with Active Directory, the State of West Virginia specific identification and authentication systems and processes to allow for access to the Crash and Citation through a single user sign-on to the Department network.	Meets the requirement out-of-the-box	DCT/ LT		Single sign-on is supported as required.
AA67	Security	Comply with the WVDOT and any applicable State of West Virginia, United States Department of Transportation (USDOT), National Highway Transportation Safety Administration (NHTSA), Model Minimum Uniform Crash Criteria (MMUCC), and Homeland Security Administration security policies. Conform to the requirements in the State of West Virginia Office of Technology Information Security Policy at https://librarycommission.wv.gov/Librarian/Documents/SecurityPol0107.pdf	Meets the requirement out-of-the-box	DCT/ LT		DCT has no specific limitations in this regard, compliance is specifically related to appropriate system configuration.
AA68	Security	Comply with the encryption requirements in Information Exchange Package Documentation (IEPD) standards.	Meets the requirement out-of-the-box	DCT/ LT		DCT well supports all interface standards. An IEPD is a NIEM normalized XML and AGS is knowledgeable in this having developed an IEPD for KDOT (Kansas).



Req. #	Sub-Category/ Field Name	Business (Functional) Requirement	Vendor Response	Core Mod	3 rd PS	Comments/Notes
AA69	Security	Comply with ISO/IEC 15408: Common Criteria for Information Technology Security Evaluation.	Meets the requirement out-of-the-box	DCT/ LT		DCT can be evaluated for ISO 15408 compliance. If there is a shortfall AGS will address the issue.
AA70	Security	Support secure hypertext transfer protocol (HTTPS).	Meets the requirement out-of-the-box	DCT/ LT		DCT operates using HTTPS.
AA71	Security	Comply with FEDRAMP requirements.	Meets the requirement out-of-the-box	DCT/ LT		AGS is becoming GovRAMP/StateRAMP compliant.
AA72	Security	Support role-based security and privileges and access rights by position and department/business unit.	Meets the requirement out-of-the-box	DCT/ LT		Role-based security is part of the DCT supporting framework.
AA73	Security	Support granular management and administrator control over transactions, forms access, field updates, row locking, interfacing events, data queries and other types of authorizations using role-based security.	Meets the requirement out-of-the-box	DCT/ LT		DCT role-based security fully covers this requirement.
AA74	Security	Provide for a security administrator function/role that allows for separate controls for view, add, change, inactivate update, approve, and query access privileges.	Meets the requirement out-of-the-box	DCT/ LT		DCT role-based security fully covers this requirement.
AA75	Security	Support secure communications authentication, authorization, confidentiality and data integrity (e.g. HTTPS, SSL) for internet-based transactions and/or support for FIPS 140-2 data encryption for system transactions.	Meets the requirement out-of-the-box	DCT/ LT		DCT operates using HTTPS.
AA76	Security	Support role-based security for automated workflow components including establishing access and update privileges for work lists, page access related to the selection of a word list item, and definition of which users are included workgroups. This should include roles for crash, citation, and DNR-based roles and permissions.	Meets the requirement out-of-the-box	DCT/ LT		DCT role-based security fully covers this requirement.



Req. #	Sub-Category/ Field Name	Business (Functional) Requirement	Vendor Response	Core Mod	3 rd PS	Comments/Notes
AA77	Security	Allow the system administrator or other authorized user to define users to the system, including the following information about each user: unique user identification; user first name; user last name; department/business unit; user email address and effective date of user access to the system.	Meets the requirement out-of-the-box	DCT/ LT		DCT role-based security fully covers this requirement.
AA78	Security	Allow the system administrator or other authorized user to define user access groups based on job responsibilities to ensure separation of duties; the system administrator must enter the user group name, a user group code and a description of the role and capabilities of the user group.	Meets the requirement out-of-the-box	DCT/ LT		DCT role-based security fully covers this requirement.
AA79	Security	Allow the system administrator or other authorized user to grant user groups access to each system function and to establish the type of access to be allowed (add, change, inquire, retire, delete) and establish an effective start and end date for this access.	Meets the requirement out-of-the-box	DCT/ LT		DCT role-based security fully covers this requirement.
AA80	Security	Allow the system administrator or other authorized user to assign users to one or more user groups including an effective date and optional end date for inclusion in each user group.	Meets the requirement out-of-the-box	DCT/ LT		DCT role-based security fully covers this requirement.
AA81	Security	Log incidents of security violations within the system capturing user identification, system function for which unauthorized access was attempted and date and time of security violation.	Meets the requirement out-of-the-box	DCT/ LT		The administrator dashboard provides this. Note, the DCT application is built dynamically for each user session, therefore, access to functions outside of the session parameters generates an error and does not tie to a potentially meaningful operation.
AA82	Security	Provide an online function for review of the logs of invalid password attempts or security violations by the system administrator or other authorized users.	Meets the requirement out-of-the-box	DCT/ LT		This is provided through a tile on the administrative dashboard.
AA83	Security	Apply the system security roles and privileges to report and ad-hoc query results such that users cannot	Meets the requirement out-of-the-box	DCT/ LT		The DCT ad hoc functionality retrieves information through the DCT data broker. The broker enforces



Req. #	Sub-Category/ Field Name	Business (Functional) Requirement	Vendor Response	Core Mod	3 rd PS	Comments/Notes
		access data through reports and queries for which they are not authorized in the operational system.				data security according to the user's role and agency assignments.
AA84	Security	Support access to the Crash and Citation solutions by authorized third-party business partners through virtual private network and/or Internet self-service portal capabilities, subject to the Department security procedures for external access.	Out-of-the-Box with configuration required to meet	DCT/ LT		AGS supports this type of access through discovery/review and then typically applies an agreed standard solution. Note, in other State implementation AGS has provided 3rd party access to crash/citation information by pushing data using public key encryption. This ensures that the data provided is only readable by the target entity.
AA85	Security	Allow users to choose from multiple user groups/roles as sign-on if the user is assigned more than one role.	Meets the requirement out-of-the-box	DCT/ LT		This functionality is available.
AA86	Security	Allow system administrator or other authorized user to define the allowable period for user inactivity while logged on.	Meets the requirement out-of-the-box	DCT/ LT		This functionality is present. The time period, in seconds, is administrated within the application.
AA87	Security	Disconnect or log out a user session when it exceeds the allowable period of inactivity as established by the system administrator and configured in the system.	Meets the requirement out-of-the-box	DCT/ LT		This functionality is present. The time period, in seconds, is administrated within the application.
AA88	Security	Warn users that they will be disconnected before automatically logging off users.	Meets the requirement out-of-the-box	DCT/ LT		This functionality is present. The time period, in seconds, is administrated within the application.
AA89	Security	Support trusted, secure access to external links (for repair manuals, parts lists, etc.).	Meets the requirement out-of-the-box	DCT/ LT		As a browser-based application, this would only occur through narrative. The agency's browser security policies would apply.
AA90	Security	Provide that if two distinct security roles are needed to perform a business function and both roles are held by the same user, the user must log on separately under each security role to perform the full business transaction.	Meets the requirement out-of-the-box	DCT/ LT		User role assignment provides for this.



Req. #	Sub-Category/ Field Name	Business (Functional) Requirement	Vendor Response	Core Mod	3 rd PS	Comments/Notes
AA91	Security	Allow authorized Department managers to use a workflow within Crash and Citation (including DNR citations) to request employee access privileges to specific system functions and obtain management approval based on enterprise and business unit rules for this access; based on the Department management approvals, request will then be forwarded to the system administrator or other authorized user for review and potential action.	Out-of-the-Box with configuration required to meet	DCT/ LT		This is supported through the business process review and follow-on workflow and dashboard design.
AA92	Security	Allow a system administrator or other authorized user to define or reset a user's password by entering a password or selecting a system generated unique, random temporary password; password must be capable of being emailed upon a change and through self-service based on a user successfully answering challenge questions. Note in the system log that a change to a user password occurred on a specific date/time stamp.	Meets the requirement out-of-the-box	DCT/ LT		This password reset workflow is supported by DCT.
AA93	Security	Allow external users to reset their own password using standard password reset protocols to validate the identity of the user. Internal Department users shall change their password through the Department's identity management system.	Meets the requirement out-of-the-box	DCT/ LT		Single sign-on is supported as required.
AA94	Security	Support the use of security challenge questions for authenticating a user, as well as allow for users to provide and store unique answers for a subset of these security challenge questions to be subsequently used if a user forgets a password.	Meets the requirement out-of-the-box	DCT/ LT		This password reset workflow is supported by DCT.
AA95	Security	Support digital certificates.	Meets the requirement out-of-the-box	DCT/ LT		Digital certificates are supported as needed to fulfill the needs of the solution's implementation.
AA96	Security	Support public key infrastructure (PKI).	Meets the requirement out-of-the-box	DCT/ LT		PKI is supported as needed to fulfill the needs of the solution's implementation.



Req. #	Sub-Category/ Field Name	Business (Functional) Requirement	Vendor Response	Core Mod	3 rd PS	Comments/Notes
AA97	Security	Personally Identifiable Information (PII) should be viewable or masked based on user role.(definable by the System Administrator).	Out-of-the-Box with configuration required to meet	DCT/ LT		The DCT rules engine fully supports this functionality.
AA98	Security	Support integrating with identify management systems utilized by local agencies; further, the applications must also be able to support local users where there are no SSO capabilities to conform to.	Meets the requirement out-of-the-box	DCT/ LT		DCT supports both signal sign-on and conventional user/password sign-on within the single configuration.
AA99	Security	Support the ability for any given user to have one or more assigned roles.	Meets the requirement out-of-the-box	DCT/ LT		Multiple role assignment is supported.
AA100	Security	Support the ability for any authorized user to delegate their role responsibility to another user for a time-limited period (e.g., a supervisor can delegate their role while out of the office for a period of time).	Out-of-the-Box with configuration required to meet	DCT/ LT		This configuration would be provided through the solution's implementation.
AA101	Upgradeability	Provide the ability to maintain or retain user configurations in the Crash and Citation applications through upgrade or release of new versions of the software.	Meets the requirement out-of-the-box	DCT/ LT		Upgrades are hot deployed and always compatible with any configuration.
AA102	User Documentation	Enable users to incorporate user-defined documentation into system documentation (e.g., user procedures, business rules, etc.) which is accessible from the Crash and Citation applications.	Meets the requirement out-of-the-box	DCT/ LT		DCT documentation is maintained in a AGS hosted Wiki. WVDOT would be provided with access to add/edit the WV documentation area.
AA103	User Documentation	Support maintaining version control of user-defined documentation.	Meets the requirement out-of-the-box	DCT/ LT		AGS does update and maintain all aspects of the system's documentation. This documentation is available on an AGS hosted Wiki. End users access this through the DCT Help/Info icon. Wiki security restricts the visibility of documentation based on user role.



Req. #	Sub-Category/ Field Name	Business (Functional) Requirement	Vendor Response	Core Mod	3 rd PS	Comments/Notes
AA104	User Interface	Utilize a consistent user interface across the core components of the Crash and Citation solution (excluding third-party software components) including user-definable hot keys; screen naming functions; navigation patterns; consistent use of controls; online help and menus (as defined by the user's security profile).	Meets the requirement out-of-the-box	DCT/ LT		This is exactly what DCT provides. Further, DCT auto populates common information between forms. For example, when the officer fills out the crash report and indicate a citation, then, the citation is automatically created from any information in the crash report (e.g., contact information and violation).
AA105	User Interface	Support both manual entry and contextually validated drop-down lists of all valid values for each validated field.	Meets the requirement out-of-the-box	DCT/ LT		DCT is precisely designed to offer this functionality.
AA106	User Interface	Allow a user to navigate between multiple, related input screens without losing information input on the original (or header) screen until all information is committed to the database.	Meets the requirement out-of-the-box	DCT/ LT		DCT is precisely designed to offer this functionality.
AA107	User Interface	Allow a user to cancel a transaction and/or exit any document or screen without saving changes.	Meets the requirement out-of-the-box	DCT/ LT		A Cancel button would be configured to provide this functionality. Note, given the amount of time it takes to enter a crash report, a crash report is typically configured to periodically "auto save" so that users do not work on a crash report for an extended period of time and then close their browser and lose their work.
AA108	User Interface	Provide a visual identification (e.g., highlighting) of all required fields for entry on any screen.	Meets the requirement out-of-the-box	DCT/ LT		DCT is precisely designed to offer this functionality.
AA109	User Interface	Support search and filter capability on user screens containing columns of data.	Meets the requirement out-of-the-box	DCT/ LT		DCT is precisely designed to offer this functionality.
AA110	User Interface	When a crash report falls under FMCSA requirements, the solution should dynamically hide/show FMCSA-related fields to the end user for data entry.	Meets the requirement out-of-the-box	DCT/ LT		DCT is precisely designed to offer this functionality.



Req. #	Sub-Category/ Field Name	Business (Functional) Requirement	Vendor Response	Core Mod	3 rd PS	Comments/Notes
AA111	Workflow	Provide tools for modifying preconfigured workflows or developing new workflows.	Out-of-the-Box with configuration required to meet	DCT/ LT		Workflows are built within the application using the application toolset.
AA112	Workflow	Support the establishment of user-defined rules-based workflows for any system event or transaction.	Out-of-the-Box with configuration required to meet	DCT/ LT		Through the business process review required workflow is analyzed and documented. Through the system's implementation this workflow is configured in the application to meet each workflow requirement.
AA113	Workflow	Support bi-directional electronic routing of documents for approval or other tasks through workflow.	Out-of-the-Box with configuration required to meet	DCT/ LT		Through the business process review required workflow is analyzed and documented. Through the system's implementation this workflow is configured in the application to meet each workflow requirement. This includes Any workflow needed by WVDOT.
AA114	Workflow	Support initiation of workflows from both online real-time and batch driven/initiated events based on user-defined business rules.	Out-of-the-Box with configuration required to meet	DCT/ LT		Through the business process review required workflow is analyzed and documented. Through the system's implementation this workflow is configured in the application to meet each workflow requirement. Workflow, verification rules, and data requirements can be the same, or differ, between online GUI data entry and batch crash submission.
AA115	Workflow	Allow for reversal of any approvals and return the workflow transaction to the originating user and any other users who had previously approved the transaction if one or more reviewers disapproves a transaction.	Out-of-the-Box with configuration required to meet	DCT/ LT		Through the business process review required workflow is analyzed and documented. Through the system's implementation this workflow is configured in the application to meet each workflow requirement.
AA116	Workflow	Support copying, modifying and extending preconfigured workflows to meet specific Department business requirements.	Out-of-the-Box with configuration	DCT/ LT		Through the business process review required workflow is analyzed and documented. Through the system's implementation this workflow is configured in the application to meet each workflow requirement.



Req. #	Sub-Category/ Field Name	Business (Functional) Requirement	Vendor Response	Core Mod	3 rd PS	Comments/Notes
			required to meet			This would include any agency, or department, specific workflows. This is common in an AGS implementation, for example, some agencies may seek supervisor review of crash reports, where as other agencies may "self" approve crash reports.
AA117	Workflow	Support multiple levels of approvals for transactions based on profile security and other user-defined criteria.	Out-of-the-Box with configuration required to meet	DCT/ LT		Through the business process review required workflow is analyzed and documented. Through the system's implementation this workflow is configured in the application to meet each workflow requirement. This would include workflow variations based on role, department assignment, etc.
AA118	Workflow	Allow a user to enter descriptive information in a note field or to upload and attach a file to content items within the workflow and store these notes with user ID and date/time stamp.	Meets the requirement out-of-the-box	DCT/ LT		The type of functionality is intrinsically supported in DCT.
AA119	Workflow	Ensure a transaction is not finalized until all required approval workflows are complete.	Meets the requirement out-of-the-box	DCT/ LT		Through the business process review required workflow is analyzed and documented. Through the system's implementation this workflow is configured in the application to meet each workflow requirement. This would include data validations.
AA120	Workflow	Allow a workflow to be designed to support either simultaneous actions or require consecutive actions, as defined by an authorized user.	Out-of-the-Box with configuration required to meet	DCT/ LT		Through the business process review required workflow is analyzed and documented. Through the system's implementation this workflow is configured in the application to meet each workflow requirement.
AA121	Workflow	Provide a dashboard which displays the status of workflows including workflows pending for a user-defined period of time.	Out-of-the-Box with configuration required to meet	DCT/ LT		Dashboard workflow tiles, counts and drill down is exactly how DCT provides workflow.



Req. #	Sub-Category/ Field Name	Business (Functional) Requirement	Vendor Response	Core Mod	3 rd PS	Comments/Notes
AA122	Workflow	Allow for a supervisor to temporarily route transactions for workload balancing, absences, etc.	Out-of-the-Box with configuration required to meet	DCT/ LT		DCT well facilitates workflow assignments. AGS can show other State configurations which employ workflow assignment and reassignment.
AA123	Workflow	Track workflow approvals and rejections.	Meets the requirement out-of-the-box	DCT/ LT		Approvals and rejections are tracked through DCT transaction statuses which are intrinsic to workflow.
AA124	Workflow	Support various user-defined transaction statuses, including approved, rejected, pending, under consideration, etc.	Meets the requirement out-of-the-box	DCT/ LT		DCT transaction statuses are intrinsic to workflow.
AA125	Workflow	Support electronic signatures for approvals and rejections of workflows based on a user authenticating themselves to the system.	Out-of-the-Box with configuration required to meet	DCT/ LT		Through the business process review required workflow is analyzed and documented. Through the system's implementation this workflow is configured in the application. Electronic signatures are facilitated through this workflow.
Technical Architecture						
TA1	Batch Error Handling	Allow an authorized user to edit a transaction in error and resubmit it.	Meets the requirement out-of-the-box			DCT is designed precisely to provide this functionality.
TA2	Business Continuity	Provide an architecture which supports fail-over to a parallel load balanced environment on a real time basis.	Meets the requirement out-of-the-box			The AGS hosting environment provides load balancing and fail over.
TA3	Business Continuity	Provide a system design which is architected to ensure that normal system operations are restored within four hours of a catastrophic disruption of a production system component 99% of the time.	Meets the requirement out-of-the-box			The AGS hosting environment provides a hot production backup environment and also DR environment with a feed of transactions from production for roll forward.
TA4	Business Continuity	Support performing full backups, incremental backups and recovery capabilities for data and application components. Back-ups shall not require maintenance windows; backups shall be able to function in the	Meets the requirement out-of-the-box			The AGS hosting environment is designed for 7x24 operation. Backups are performed with the system online.



Req. #	Sub-Category/ Field Name	Business (Functional) Requirement	Vendor Response	Core Mod	3 rd PS	Comments/Notes
		background of a production SOA or clustered environment and not impact system availability.				
TA5	Business Continuity	Provide the means to execute disaster recovery operations for test and live conditions.	Meets the requirement out-of-the-box			The AGS hosting environment provide backup and restoration for live and test environments.
TA6	Custom Development	Allow for identification/reporting of new user-defined fields.	Meets the requirement out-of-the-box			DCT use a meta data structure that is specifically designed to support this functionality.
TA7	Custom Development	Allow for identification/reporting of new user-defined objects.	Meets the requirement out-of-the-box			DCT use a meta data structure that is specifically designed to support this functionality.
TA8	Data Integration	Provide supported Application Program Interface (API) data definitions and file structures for all key reference sets to support batch loading of data. For example, the ability to load full crash record data or citation data via an input file, such as csv, xml, etc.	Meets the requirement out-of-the-box			DCT includes an API for submitting transactions.
TA9	Data Integration	Support data encryption where appropriate based on user-defined business rules following Advanced Encryption Standards (AES) for data both in transit and at rest in all file structures.	Meets the requirement out-of-the-box			All data at rest and in transit is encrypted meeting or exceeding this requirement.
TA10	Data Integration	Encrypt all data with personally identifiable information (PII) or Department confidential information in transit and at rest in all file structures.	Meets the requirement out-of-the-box			The DCT database is encrypted. Field level encryption can be layered on top of this if desired.
TA11	Data Integration	Support executing interfaces with other systems on a pre-defined schedule, event, or on the request of an authorized user.	Meets the requirement out-of-the-box			DCT includes a job scheduler and also the hosting environment provides for this. Through the business process review the most appropriate control is analyzed and documented for each schedule operation.
TA12	Data Integration	Support modern architectural interface data exchange protocols with other WV systems in real-time (e.g., HTTPS, OAuth2/token-based authorization, web services, RESTful, SOAP, Msg Broker, etc.)	Meets the requirement out-of-the-box			DCT provides for this functionality.



Req. #	Sub-Category/ Field Name	Business (Functional) Requirement	Vendor Response	Core Mod	3 rd PS	Comments/Notes
TA13	Data Integration	Place records not passing validation into a suspense status within the Crash and Citation system solution.	Meets the requirement out-of-the-box			DCT is designed precisely to provide this functionality.
TA14	Data Integration	Provide the ability to correct suspended records within the Crash and Citation system.	Meets the requirement out-of-the-box			DCT is designed precisely to provide this functionality.
TA15	Data Integration	Support EDI including ASC X12.	Meets the requirement out-of-the-box			DCT supports EDI X12.
TA16	Database	Support implementation of the proposed solution on the most current production release and one major release back of any major database product, such as Oracle® or Microsoft SQL Server®, along with the ability to maintain this state over time.	Meets the requirement out-of-the-box			AGS hosts using MariaDB. If WV wishes to provide licensing, Oracle or MS SQL Server can be offered. MariaDB is equivalent to MySQL. MySQL ranks as #2, and MariaDB as #9, of the most used databases globally.
TA17	Database	Maintain referential integrity of data through either database referential integrity declarations or application code.	Meets the requirement out-of-the-box			Comply.
TA18	Database	Utilize high availability and advanced security features of the database to the extent appropriate.	Meets the requirement out-of-the-box			Comply.
TA19	Database	Support data replication, load balancing, and synchronization across multiple physical or virtual servers.	Meets the requirement out-of-the-box			Synchronous, and asynchronous, database replication and load balancing is provided for in an AGS hosting environment.
TA20	Database	Exploit DBMS database features and database and application design to reduce contention between updates by online users and those of concurrently running batch processes.	Meets the requirement out-of-the-box			DCT is load tested and robustly designed to support concurrency without out degradation on contention.
TA21	Database	Ensure that on-line search queries will not be delayed by waiting for locks to be released.	Meets the requirement out-of-the-box			DCT is designed to provide queries without blocking. In general, DCT is designed to provide maximum concurrency of all operations.



Req. #	Sub-Category/ Field Name	Business (Functional) Requirement	Vendor Response	Core Mod	3 rd PS	Comments/Notes
TA22	Database	Ensure in a two-user scenario when both users retrieve data and attempt to update data one after another, to avoid loss of updates and/or to avoid overwriting of each other's data the system must notify the second user as the data is being updated by the first user (provide selection of "first in wins", last, etc.).	Meets the requirement out-of-the-box			Concurrent edit of the same record is well brokered by DCT. Only one user can be primarily editing a record, others may view the data and are informed that the record is in use.
TA23	Database	Ensure that in a two-transaction read/update cycle, the user will always update ONLY what was being read, avoiding the so-called 'update collision' or 'deadly embrace'.	Meets the requirement out-of-the-box			DCT is built on a mature and robust transaction handling framework that allows for concurrency without blocking or dead lock.
TA24	Database	Support automatic "clean up" of partial database updates after suspended network sessions or after other failures.	Meets the requirement out-of-the-box			This is automatically handled by the RDBMS (Relational Database Management System - aka The Database) through session timeout configuration.
TA25	Database	Provide database monitoring tools and capabilities within the proposed solution for the recommended database platform to enable administration and performance tuning of the database environment.	Meets the requirement out-of-the-box			The AGS hosting environment provides for monitoring of all aspects of the hosting environment including the database.
TA26	Database	Support record locking at the row level.	Meets the requirement out-of-the-box			DCT is designed for maximum concurrency including only momentary row locks.
TA27	Database	Support field-level locking.	Customization Required to Meet			By default, DCT provides for row locking. If through the business process review there is a requirement for concurrent write operations on a single record AGS will implement the necessary locking to support this functionality.
TA28	Database	Support configuration of data attributes by the system administrator.	Meets the requirement out-of-the-box			DCT provides a meta data structure in order to specifically provide this functionality.
TA29	Database	Provide access for/to structured query language (SQL) capabilities for database queries.	Meets the requirement out-of-the-box			AGS considers the hosted data to be WVDOT owned. Therefore, the database is available for SQL query according to any State policy security/restrictions.



Req. #	Sub-Category/ Field Name	Business (Functional) Requirement	Vendor Response	Core Mod	3 rd PS	Comments/Notes
TA30	Enterprise Application Integration	Provide communication services that guarantee message delivery and handle queuing and encryption for various types of communication (e.g., publish and subscribe, request/reply, etc.).	Customization Required to Meet			The applicability of this requirement to the solution scope is unknown. Without a use case AGS is unable to assess whether this is currently supported. Therefore, this has been indicated as custom.
TA31	Enterprise Application Integration	Provide message queue monitor and management operations to address queue backlogs and problems.	Meets the requirement out-of-the-box			Summary work queue, processing queue, system status and security status are displayed on the administrator's home dashboard. Each dashboard tile has a badge count representing recent activity. Tile drill down shows detailed queue/status information.
TA32	Enterprise Application Integration	Provide configurable data-transformation services to handle data validation, calculations, lookups, padding, scrambling, truncation, etc.	Meets the requirement out-of-the-box			The DCT rules system is specifically designed to handle this type of processing, data flow and validation.
TA33	Enterprise Application Integration	Provide business process flow services to group and link data flows to automate the steps in a business transaction.	Meets the requirement out-of-the-box			Through the business process review, WVDOT workflow and data flow, will be fully analyzed, documented, and mapped to DCT processes. DCT is specifically designed to support optimal work/data flow as scoped for this project.
TA34	Enterprise Application Integration	Support Universal Description, Discovery and Integration (UDDI) extensible mark-up language.	Meets the requirement out-of-the-box			DCT supports UDDI, however, the scope of services described for the solution do not indicate a specific need for this.
TA35	Enterprise Application Integration	Support Web Services Description Language (WSDL).	Meets the requirement out-of-the-box			DCT supports WSDL, however, the scope of services described for the solution do not indicate a specific need for this.
TA36	Enterprise Application Integration	Support web services using Simple Object Access Protocol (SOAP).	Meets the requirement out-of-the-box			DCT supports SOAP should it be required in the implementation of this system.
TA37	ETL Tools	Provide data integration and data management tools with a range of extract, transform and load (ETL) capabilities.	Meets the requirement out-of-the-box			DCT includes a toolkit for importing, exporting, mapping and transforming data.



Req. #	Sub-Category/ Field Name	Business (Functional) Requirement	Vendor Response	Core Mod	3 rd PS	Comments/Notes
TA38	ETL Tools	Support integrating the proposed solution with third-party ETL tools to perform required ETL functions.	Customization Required to Meet			The use of any 3rd party product for this purpose is unknown and given the scope of services required is not necessary. Therefore, this has been indicated as custom.
TA39	ETL Tools	Validate and handle exceptions during transformation.	Meets the requirement out-of-the-box			DCT includes a toolkit for importing, exporting, mapping and transforming data.
TA40	ETL Tools	Verify and maintain referential integrity as part of any transformation process.	Meets the requirement out-of-the-box			DCT includes a toolkit for importing, exporting, mapping and transforming data.
TA41	ETL Tools	Support mapping data from multiple source systems into multiple target source systems.	Customization Required to Meet			DCT is an integrated solution with the full capability to interface with other systems as required. The application of this requirement given the scope of work is unknown. Therefore, this has been indicated as custom.
TA42	ETL Tools	Support incremental loads; allow for taking advantage of pipelined and partitioned parallelism to meet acceptable timeframes.	Meets the requirement out-of-the-box			AGS hosts similar solutions as described in the WVDOT crash and citation system with no operations affecting performance. DCT is configured by default as multi-threaded, and vertically scaled, which will well accommodate the WVDOT system with little load/performance factoring.
TA43	General	Provide a non-propriety solution architecture with an expandable configuration and horizontal and vertical scalability.	Meets the requirement out-of-the-box			DCT is a J2E application that is database agnostic. As such the application is readily horizontally and vertically scaled.
TA44	General	Provide a service-oriented architecture (SOA) design/capability which is platform and protocol independent and complies with OASIS (Advancing Open Standards for the Information Society) standards such as WS-Security, WS-Reliability, etc. and other open standards such as XML, SOAP, WSDL, and UDDI.	Meets the requirement out-of-the-box			Web services provided in the provisioning of this solution will meet this requirement.



Req. #	Sub-Category/ Field Name	Business (Functional) Requirement	Vendor Response	Core Mod	3 rd PS	Comments/Notes
TA45	General	Separate database tier from application tier.	Meets the requirement out-of-the-box			AGS hosts with dedicated hardware where the application and database are on independent hardware.
TA46	General	Provide for separation of some or all the web server (presentation) tier from the application server tier.	Does Not / CANNOT Meet Requirement			DCT has no static content, the UI is dynamically generated. Session content is uniquely mapped for each session in order to ensure isolation between the UI and application server business rules.
TA47	General	Support virtualization for all tiers.	Meets the requirement out-of-the-box			DCT is agnostic to virtualization.
TA48	General	Support use of XML standards for communications (data exchange) to external parties.	Meets the requirement out-of-the-box			DCT supports XML data exchange.
TA49	General	Provide a solution that supports offline entry of data independent of the ability to communicate with the backend database (i.e., a solution that works regardless of whether the application is connected). <u>Note:</u> <ul style="list-style-type: none"> • Input of crash data should continue independent of a network connection and supports "catching up" or synchronizing the entered data once a connection has been re-established. • During the period of non-connect, all relevant data entry functions need to be available; however, non-essential functions like reports, queries, etc., can be omitted. • For issuing or printing of a citation, the citation should be able to be printed locally regardless of the connection state. 	Meets the requirement out-of-the-box			DCT is precisely designed to provide this functionality.
TA50	General	Deliver content via the current and most recent supported versions of popular browsers (i.e., Microsoft Edge, Mozilla Firefox, Chrome, Safari, etc.)	Meets the requirement out-of-the-box			DCT is precisely designed to provide this functionality.



Req. #	Sub-Category/ Field Name	Business (Functional) Requirement	Vendor Response	Core Mod	3 rd PS	Comments/Notes
TA51	General	Deliver content via browser without Active X controls or plug-in support (Java Runtime Environment, Adobe Flash, etc.).	Meets the requirement out-of-the-box			DCT is browser-based. DCT does not use ActiveX. DCT does not use Java applets. DCT does not require any browser plugin.
TA52	General	The system shall provide support for integration with printers and other peripheral equipment commonly used in law enforcement operations (e.g., mobile ticket printers, in-vehicle peripherals). <ul style="list-style-type: none"> The system shall maintain backward compatibility with equipment currently deployed in the field (e.g., Zebra printers) and shall be adaptable to the specific equipment standards, procurement policies, and operational needs of various agencies. The system shall also be designed to accommodate future peripheral technologies or other equipment types without requiring significant re-engineering. The solution should be capable of full and partial page (i.e., adjustable) printing options in the field based on type of printer available in the field. 	Meets the requirement out-of-the-box			DCT is precisely designed to provide this functionality.
TA53	General	The system shall allow configuration of agency-specific fields/forms for DNR Workflows (e.g., off-road crash fields, replacement cost tables, etc.)	Meets the requirement out-of-the-box			The DCT Template Section builder and rule engine are specifically designed to deliver this type of functionality.
TA54	Job Scheduling and Processing	Provide a central enterprise job scheduler with the proposed solution that can schedule jobs across platforms and across multiple servers within a platform.	Customization Required to Meet			AGS specifically designs its environments to be fully operational without dependencies on other systems to provide redundant and robust services.
TA55	Job Scheduling and Processing	Integrate with a third-party scheduler to provide job scheduling functionality for the proposed solution.	Out-of-the-Box with configuration required to meet			AGS would not expect to employ 3rd party job scheduling given that both the application and host system have job schedulers. If the business process review results in a specific use case that requires this then AGS would implement this.
TA56	Job Scheduling and Processing	Allow scheduling of report and query jobs.	Meets the requirement out-of-the-box			DCT job control provides this functionality.



Req. #	Sub-Category/ Field Name	Business (Functional) Requirement	Vendor Response	Core Mod	3 rd PS	Comments/Notes
TA57	Performance	Ensure that batch processing does not adversely impact on-line responsiveness or availability.	Meets the requirement out-of-the-box			DCT is precisely designed to provide this functionality.
TA58	Performance	Provide a solution which is architected to support access to data for pre-defined reports, ad-hoc queries and business intelligence without impacting online transaction performance.	Meets the requirement out-of-the-box			DCT is precisely designed to provide this functionality.
TA59	Performance	Support utilization of industry leading third party performance monitoring tools for real-time monitoring by administrators of response time, system use and capacity, concurrent users, and system errors.	Meets the requirement out-of-the-box			In an AGS hosted environment, all aspects of the application, database and host environments are monitored in real time.
TA60	Performance	Allow user-initiated reports and queries to be limited by elapsed time and the number of records retrieved.	Meets the requirement out-of-the-box			This is handled within the DCT ad hoc query.
TA61	Performance	Allow limits to be defined for other types of query functions such as table joins, multiple sorts, etc.	Out-of-the-Box with configuration required to meet			This is handled within the DCT ad hoc query.
TA62	Supportability	Allow at a minimum for configuration across multiple environments including production, test/train, development / sand box.	Meets the requirement out-of-the-box			Any of these environments are provided in the AGS hosted environment.
TA63	System Tools	Provide report design and generation tools within the application suite.	Meets the requirement out-of-the-box			This is provided by the DCT ad hoc dashboard.
TA64	System Tools	Provide tools for system upgrade administration within the application suite.	Meets the requirement out-of-the-box			DCT is a single integrated toolset and operating application. In an AGS hosted environment, DCT is hot deploy. This allows users to continue to use the application while an update is applied without interruption. Updates are applied by AGS when requested by WVDOT through the issue tracker.



Req. #	Sub-Category/ Field Name	Business (Functional) Requirement	Vendor Response	Core Mod	3 rd PS	Comments/Notes
TA65	System Tools	Provide tools for system monitoring within the application suite.	Meets the requirement out-of-the-box			In an AGS hosted environment, all aspects of the application, database and host environments are monitored in real time.
TA66	System Tools	Provide configuration management tools within the application suite.	Meets the requirement out-of-the-box			DCT is precisely designed to provide this functionality.
TA67	System Tools	Provide end-user interface design tools within the application suite. This should include the ability for an authorized user to be able to add/delete/change values in drop-down menus and add new forms.	Meets the requirement out-of-the-box			DCT is precisely designed to provide this functionality.
TA68	Data Integrity	Utilize a phone validation service to validate all phone number data entry fields.	Meets the requirement out-of-the-box			Phone validation will be provided. If the DCT Client is used, this service would not be available without Internet connectivity.
TA69	Data Integrity	Utilize a VIN validation service to validate VIN number data entry fields.	Meets the requirement out-of-the-box			VIN validation will be provided. If the DCT Client is used, this service would not be available without Internet connectivity.



App D. Project Plan

WBS	Task Name	Dur (days)	Start	Finish	Resource Names
	WVDOT Crash Data Integrated	726	6/1/26	3/12/29	
1	WBS 1.0 PROJECT PLANNING	633	6/1/26	11/1/28	
1.01	Project Contract	3	6/1/26	6/3/26	AGS Project Director,WVDOT Project Manager,WVDOT
1.01.001	Finalize Contract	3	6/1/26	6/3/26	AGS Project Director,WVDOT Project Manager,WVDOT
1.02	Project Team Meeting \$	625	6/10/26	11/1/28	AGS PM[20%],AGS Project Director[20%],WVDOT Project
1.03	Weekly Status Report \$	457	6/12/26	3/13/28	AGS PM[40%]
1.04	Monthly Highlight Reports	32	7/23/26	9/4/26	AGS PM[40%]
1.05	M1-Project PRE-Planning	234	6/16/26	5/10/27	AGS PM[20%],AGS Project Director[20%],WVDOT Project
1.05.001	Deliverable Management Document	2	6/16/26	6/17/26	AGS PM[15%]
1.05.002	D1a- Project Charter	12	7/7/26	7/22/26	WVDOT Project Manager[50%]
1.05.003	D1b-Stakeholder Engagement Plan	12	7/7/26	7/22/26	WVDOT Project Manager[50%]
1.05.004	D2-Project Plan	29	6/16/26	7/24/26	AGS PM[50%],WVDOT Project Manager[50%]
1.05.005	D3-Change Control Plan	22	6/16/26	7/15/26	AGS PM[20%],WVDOT Project Manager[20%]
1.05.006	D4a-Quality Assurance Plan	14	7/16/26	8/4/26	AGS PM[20%],WVDOT Project Manager[20%]
1.05.007	D4b-Risk Management Plan	14	8/5/26	8/24/26	AGS PM[20%],WVDOT Project Manager[20%]
1.05.008	D4c-Communications Plan	14	8/25/26	9/11/26	AGS PM[20%],WVDOT Project Manager[20%]
1.05.009	D4d-Knowledge Transfer Plan	14	8/25/26	9/11/26	AGS PM[20%],WVDOT Project Manager[20%]
1.05.010	D4e-Contingency Plan	14	8/25/26	9/11/26	AGS PM[20%],WVDOT Project Manager[20%]
1.05.011	D4f-Payment Plan	9	6/16/26	6/26/26	AGS Project Director[12%]
1.05.012	M1-Project PRE-Planning Milestone	22	9/14/26	10/13/26	AGS PM[25%],WVDOT Project Manager[25%],WVDOT
1.05.013	Project PRE-Planning Completed		10/13/26	10/13/26	AGS Functional Lead[50%],AGS Technical Lead[50%],AGS
1.05.014	M2-Solution Design	125.25	8/19/26	2/10/27	AGS PM[40%]
1.05.014.1	Create Deliverable Management		8/19/26	8/24/26	AGS PM[40%]



1.05.014.2	Approve Deliverable Management		8/25/26	8/27/26	WVDOT Project Manager[20%]
1.05.014.3	Business Process and Technical	83.25	8/28/26	12/23/26	AGS PM[20%]
1.05.014.3.1	Requirements Validation and	6	8/28/26	9/4/26	AGS PM[20%]
1.05.014.3.2	Business Process Reviews	49.25	9/8/26	11/16/26	AGS Functional Lead[50%],AGS Technical Lead[50%],AGS
1.05.014.3.3	Final Requirements Validation	77.25	9/7/26	12/23/26	AGS Technical Lead[10%],AGS Technical Support[25%]
1.05.014.4	M2-Solution Design Milestone	35	12/23/26	2/10/27	AGS Functional Lead[25%],AGS Technical Lead[25%],AGS
1.05.015	M3-System Preparation and Support	105.5	6/22/26	11/16/26	AGS PM[50%]
1.05.015.1	Create Deliverable Management		7/21/26	7/24/26	AGS PM[50%]
1.05.015.2	Approve Deliverable Management		7/24/26	7/24/26	WVDOT Project Manager[20%]
1.05.015.3	Set up Hardware and Software to	45	6/22/26	8/21/26	AGS Project Director[50%]
1.05.015.4	D5-Installation of Sandbox System	32.5	8/24/26	10/7/26	AGS Systems Support[75%]
1.05.015.5	AGS finalize and deliver D5		10/7/26	10/8/26	AGS PM[20%],AGS Systems Support[50%]
1.05.015.6	WVDOT review of D5-Installtion of		10/8/26	10/15/26	WVDOT Project Manager[20%],WVDOT Product
1.05.015.7	WVDOT acceptance D5-Installation		10/15/26	10/15/26	AGS Technical Support[50%],WVDOT Project
1.05.015.8	M3-System Preparation and	22	10/15/26	11/16/26	AGS Systems Support[25%],AGS Technical Lead[25%],AGS
1.05.016	M4-System Design and	188	8/19/26	5/10/27	AGS PM[20%]
1.05.016.1	Create Deliverable Management		8/19/26	8/25/26	AGS PM[20%]
1.05.016.2	Update the Deliverable Management		8/25/26	9/1/26	AGS PM[20%]
1.05.016.3	Approve Deliverable Management		9/1/26	9/1/26	WVDOT Project Manager[20%]
1.05.016.4	D6-Functional Specification (FS)	181	8/19/26	4/29/27	AGS Functional Lead[50%]
1.05.016.4.1	eCommerce	4	9/1/26	9/7/26	AGS Functional Lead[50%]
1.05.016.4.2	Duplicate and Amended	12	9/7/26	9/23/26	AGS Functional Lead[50%]
1.05.016.4.3	Security, User Roles and Role	29	9/23/26	11/3/26	AGS Functional Support[50%],WVDOT Product
1.05.016.4.4	Crash Report/Crash and Citation	38	11/3/26	12/25/26	AGS Functional Lead[50%]
1.05.016.4.5	Notifications and Job Control	4	12/25/26	12/31/26	AGS Functional Lead[50%]
1.05.016.4.6	Reporting and API Query	16	12/31/26	1/22/27	AGS Functional Lead[50%]
1.05.016.4.7	Sign On	32	1/4/27	2/17/27	AGS Functional Lead[50%]
1.05.016.4.8	Accessibility Review (ADA -	4	3/17/27	3/23/27	AGS Functional Lead[50%]
1.05.016.4.9	Notifications	4	3/23/27	3/29/27	AGS Functional Lead[50%]
1.05.016.4.10	Data Migration	4	3/29/27	4/2/27	AGS Functional Lead[50%]



1.05.016.4.11	Online Help and linkage to crash	4	4/2/27	4/8/27	AGS Functional Support[50%],WV DOT Product
1.05.016.4.12	Performance Measures	15	4/8/27	4/29/27	AGS Functional Lead[50%]
1.05.016.4.12.1	Dashboard Charts	15	4/8/27	4/29/27	AGS Functional Lead[50%]
1.05.016.4.13	Interface Requirements	29	8/19/26	9/29/26	AGS PM[20%]
1.05.016.4.14	Interfaces to/from other Systems	32	9/29/26	11/12/26	AGS Interface Development Lead[35%]
1.05.016.4.14.1	RMS submission	3	9/29/26	10/2/26	AGS Interface Development Lead[35%]
1.05.016.4.14.2	Standard XML import (web	3	10/2/26	10/7/26	AGS Interface Development Lead[35%]
1.05.016.4.14.3	Standard Crash Submission	6	10/7/26	10/15/26	AGS Interface Development Lead[35%]
1.05.016.4.14.3.1	Load crash and run verification	3	10/7/26	10/12/26	AGS Interface Development Lead[35%]
1.05.016.4.14.3.2	Report errors back to LEA RMS	3	10/12/26	10/15/26	AGS Interface Development Lead[35%]
1.05.016.4.14.4	Export to DL-Courts	3	10/15/26	10/20/26	AGS Interface Development Lead[50%]
1.05.016.4.14.5	Import (migrate) WVCRD Crash	4	10/20/26	10/26/26	AGS Interface Development Lead[35%]
1.05.016.4.14.6	Dashboard Distribution Logging	4	10/26/26	10/30/26	AGS Interface Development Lead[50%]
1.05.016.4.14.7	Batch load users from a file	3	10/30/26	11/4/26	AGS Interface Development Lead[50%]
1.05.016.4.14.8	Export to WVCRD	3	11/4/26	11/9/26	AGS Interface Development Lead[50%]
1.05.016.4.14.9	Location Tool map update	3	11/9/26	11/12/26	AGS Interface Development Lead[50%]
1.05.016.4.15	Security Setups	3	2/10/27	2/15/27	AGS Technical Support[10%],WV DOT Technical Lead[50%]
1.05.016.5	D7-Technical Design (TD)	174	9/8/26	5/10/27	AGS Technical Lead Support[50%]
1.05.016.5.1	eCommerce	3	9/8/26	9/11/26	AGS Technical Lead Support[50%]
1.05.016.5.2	Duplicate and Amended	11	9/14/26	9/29/26	AGS Technical Lead Support[50%]
1.05.016.5.3	Security, User Roles and Role	24	10/6/26	11/9/26	AGS Technical Lead Support[50%]
1.05.016.5.4	Crash Report/Crash Data	37	11/6/26	12/29/26	AGS Technical Lead Support[50%]
1.05.016.5.5	Notifications and Job Control	3	1/1/27	1/6/27	AGS Technical Lead Support[50%]
1.05.016.5.6	Reporting and API Query	15	1/7/27	1/28/27	AGS Technical Lead Support[50%]
1.05.016.5.7	Sign On	31	2/5/27	3/22/27	AGS Technical Lead Support[20%]
1.05.016.5.8	Accessibility Review (ADA -	3	3/24/27	3/29/27	AGS Technical Lead Support[20%]
1.05.016.5.9	Notifications	4	3/30/27	4/5/27	AGS Technical Lead Support[50%]
1.05.016.5.10	Data Migration	3	4/5/27	4/8/27	AGS Technical Lead[50%]
1.05.016.5.11	Online Help and linkage to crash	3	4/9/27	4/14/27	AGS Technical Lead[50%]
1.05.016.5.12	Performance Measures	14	4/15/27	5/5/27	AGS Technical Lead[50%]



1.05.016.5.12.1	Dashboard Charts	14	4/15/27	5/5/27	AGS Technical Lead[50%]
1.05.016.5.13	Interfaces to/from other Systems	32	10/5/26	11/18/26	AGS Interface Development Lead[40%]
1.05.016.5.14	AGS finalize and deliver D6-		4/29/27	5/3/27	AGS Technical Lead[50%],AGS PM[15%],AGS Functional
1.05.016.5.15	WVDOT review D6-Functional		5/3/27	5/10/27	WVDOT Project Manager[20%],WVDOT Product
1.05.016.5.16	WVDOT acceptance D6-Functional		5/10/27	5/10/27	WVDOT Project Manager,WVDOT Product Manager
2	WBS 2.0 EXECUTION	544.5	11/9/26	12/8/28	
2.01	Project Team Meeting	218	5/10/27	3/9/28	AGS PM[12%],AGS Project Director[12%],WVDOT Product
2.02	Weekly Status Report	218	5/10/27	3/9/28	AGS PM[50%]
2.03	Security Setups - user access request	2	11/9/26	11/11/26	AGS Technical Support[20%]
2.03.001	Setup Application Security		11/9/26	11/11/26	AGS Technical Support[20%]
2.04	Interface Plan Document	15	1/4/27	1/25/27	WVDOT Product Manager,WVDOT Project Manager,WVDOT
2.04.001	WVDOT review of Interface Plan		1/4/27	1/25/27	WVDOT Product Manager,WVDOT Project Manager,WVDOT
2.04.002	WVDOT acceptance of Interface Plan		1/25/27	1/25/27	AGS Project Director[20%]
2.05	D8 System Configuration and	192	1/4/27	9/29/27	AGS Functional Lead[40%],AGS Technical Lead[20%],AGS
2.05.001	System Configuration	15	1/4/27	1/25/27	AGS Functional Lead[40%],AGS Technical Lead[20%],AGS
2.05.002	System Development and Related	177	1/25/27	9/29/27	WVDOT Technical Lead[20%],WVDOT Technical
2.06	Contingency Planning		4/21/27	6/8/27	AGS Functional Lead[25%],AGS Functional Support[25%],AGS
2.07	AGS finalize and deliver M4-System		9/29/27	10/1/27	AGS Technical Lead[20%],AGS PM[20%]
2.08	WVDOT review M4-System		10/1/27	10/8/27	WVDOT Project Manager[20%],WVDOT Product
2.09	WVDOT acceptance M4-System		10/8/27	10/8/27	WVDOT Project Manager[20%],WVDOT Product
2.10	M5-Documentation	91	10/8/27	2/14/28	AGS PM[25%],AGS Technical Support[35%]
2.10.001	Create Deliverable Management		10/8/27	10/13/27	AGS PM[40%]
2.10.002	Approve Deliverable Management		10/13/27	10/13/27	WVDOT Project Manager[20%]
2.10.003	Documentation Plan	8	10/13/27	10/25/27	WVDOT Project Manager[20%]
2.10.004	Application Documentation	19	10/19/27	11/15/27	AGS PM[15%],AGS Technical Support[40%]
2.10.005	System Reference include database	15	11/10/27	12/1/27	AGS PM[25%],AGS Technical Support[35%]
2.10.006	Quick Reference Guide	9	11/25/27	12/8/27	AGS PM[20%],AGS Technical Support[50%]
2.10.007	Administrator Manual	21	12/2/27	12/31/27	AGS PM[25%],AGS Technical Support[50%]
2.10.008	Technical Manual	14	12/27/27	1/14/28	AGS PM[25%],AGS Technical Support[50%]
2.10.009	User Manual	20	12/2/27	12/30/27	AGS PM[25%],AGS Technical Support[50%]



2.10.010	Wiki Linkage	48	11/15/27	1/20/28	AGS Functional Support[50%]
2.10.011	eCommerce	12	10/25/27	11/10/27	AGS Project Director[25%],WVDOT Product
2.10.012	Contingency Planning		1/20/28	2/10/28	AGS Functional Support[25%],AGS Technical
2.10.013	AGS finalize and deliver M5-		2/10/28	2/14/28	WVDOT Project Manager[25%],WVDOT Technical
2.10.014	WVDOT review and acceptance of M5-		2/14/28	2/14/28	WVDOT Project Manager[50%],WVDOT Technical
2.11	M6-Integrated System Testing	221	7/28/27	6/1/28	AGS Functional Lead[25%],AGS Technical Lead[25%]
2.11.001	Create Deliverable Management		10/8/27	10/15/27	AGS PM[20%]
2.11.002	Approve Deliverable Management		10/15/27	10/15/27	WVDOT Project Manager[20%]
2.11.003	D9-Test Plan	89.5	10/15/27	2/17/28	WVDOT Project Manager[20%],WVDOT Technical
2.11.004	Conduct and Document Stress	74.5	2/17/28	6/1/28	AGS Technical Support[35%]
2.11.005	D10-Perform Integrated Test	85	7/28/27	11/24/27	AGS Technical Support[60%],AGS Technical Lead[60%]
2.12	M7-Detailed Implementation/Cutover	40	10/15/27	12/10/27	AGS PM[20%]
2.12.001	Create Deliverable Management		10/15/27	10/21/27	AGS PM[20%]
2.12.002	Approve Deliverable Management		10/21/27	10/21/27	WVDOT Project Manager[20%]
2.12.003	D12-Readiness/Risk Assessment	13	10/21/27	11/9/27	AGS PM[30%]
2.12.004	D13-Security Plan	23	11/9/27	12/10/27	AGS PM[20%],AGS Technical Support[50%],WVDOT Project
2.12.005	M7-Detailed	18	10/21/27	11/16/27	AGS PM[75%]
2.13	M8-User Acceptance Testing (UAT)	74	10/21/27	2/2/28	AGS PM[40%]
2.13.001	Create Deliverable Management		10/21/27	10/27/27	AGS PM[40%]
2.13.002	Accept Deliverable Management		10/27/27	10/27/27	WVDOT Project Manager[20%]
2.13.003	Prepare UAT Environment	1	12/10/27	12/13/27	AGS Technical Support[50%]
2.13.004	D14-Perform and Complete the UAT	38	12/10/27	2/2/28	WVDOT Test Lead[50%]
2.13.005	M8-User Acceptance Testing	4	1/26/28	2/1/28	AGS PM[12%],AGS Technical Lead[25%],AGS Technical
2.14	M9-User Training	89.5	10/27/27	2/29/28	AGS PM[20%],AGS Training Lead[50%],WVDOT Project
2.14.001	Deliverable Management Document	3	10/27/27	11/1/27	AGS PM[50%]
2.14.002	Training Plan	14.5	11/15/27	12/3/27	AGS PM[20%],AGS Training Lead[50%],WVDOT Project
2.14.003	D15-Perform and Complete the	54	12/3/27	2/17/28	AGS Training Lead[50%],WVDOT Training Support[50%]
2.14.004	AGS finalize and deliver D15-Perform		2/17/28	2/21/28	AGS PM[40%]
2.14.005	WVDOT reviews D15-Perform and		2/21/28	2/28/28	WVDOT Project Manager[20%],WVDOT Product
2.14.006	WVDOT acceptance D15-Perform and		2/28/28	2/28/28	WVDOT Project Manager[20%],WVDOT Product



2.14.007	M9-User Training Milestone	11	2/14/28	2/29/28	AGS PM[20%],AGS Systems Support[25%],AGS Training
2.15	M10-Live Production Cutover	289.5	11/1/27	12/8/28	AGS Technical Lead[50%],WVDOT Technical Lead[50%]
2.15.001	Create Deliverable Management		11/1/27	11/5/27	AGS PM[50%]
2.15.002	Approve Deliverable Management		11/5/27	11/5/27	WVDOT Project Manager[20%]
2.15.003	D16-Disaster Recovery Plan	26	11/16/27	12/22/27	AGS Technical Lead[50%],WVDOT Technical Lead[50%]
2.15.004	D17-Data Archive/Record Retention	11	12/14/27	12/29/27	AGS Systems Support[50%],WVDOT Technical Lead[30%]
2.15.005	D18-Cutover Support Plan	13	12/20/27	1/6/28	AGS PM[12%],AGS Technical Support[25%],WVDOT Project
2.15.006	Deployment Test Scripts	20.5	2/2/28	3/1/28	WVDOT Product Manager[25%],WVDOT Project
2.15.007	D19a-Pilot Agency Cutover	79	3/1/28	6/20/28	WVDOT Project Manager[20%],WVDOT Project
2.15.008	D19b-Statewide System Cutover/Go	129	5/19/28	11/16/28	WVDOT Project Manager[20%],WVDOT Project
2.15.009	M10-Live Production Cutover	16	11/16/28	12/8/28	AGS PM[20%],AGS Technical Support[25%],AGS Systems
3	WBS 3.0 CLOSEOUT	351.5	11/5/27	3/12/29	WVDOT Project Manager[20%],WVDOT Product
3.01	M11-Post Cutover Support	348.5	11/5/27	3/7/29	WVDOT Project Manager[20%],WVDOT Product
3.01.001	Create Deliverable Management		11/5/27	11/11/27	AGS PM[35%]
3.01.002	Approve Deliverable Management		11/11/27	11/11/27	WVDOT Project Manager[20%]
3.01.003	D20-System Acceptance Document	49.25	12/8/28	2/15/29	WVDOT Project Manager[20%],WVDOT Product
3.01.004	D21-Post System Live Monthly	38	1/9/29	3/2/29	AGS PM[50%]
3.01.005	AGS finalize and deliver M11-Post		3/2/29	3/6/29	AGS PM[20%]
3.01.006	WVDOT review of M11-Post Cutover		3/6/29	3/7/29	WVDOT Product Manager[20%],WVDOT Project Manager[20%]
3.01.007	WVDOT Acceptance of M11-Post		3/7/29	3/7/29	WVDOT Product Manager[20%],WVDOT Project Manager[20%]
3.02	M12-Post Cutover Support Milestone -	3	3/7/29	3/12/29	AGS PM
3.02.001	AGS delivery of paperwork for M12-		3/7/29	3/8/29	AGS PM
3.02.002	WVDOT acceptance M12-Post Cutover		3/8/29	3/12/29	WVDOT Project Manager[20%],WVDOT Product Manager[20%]



App E. Staff Resumes

Final project staff is determined at contract award and contract initialization due to the high variability of project start timing between projects; however, resumes for the proposed project personnel are provided here.



Melissa Casteel

701.223.3565

812 Burlington Dr, Ste 300 Bismarck, ND

www.affinitygs.com

Summary

Strong leader with 20+ years' experience in software applications and business process design for government and industry operations. Skilled in grant management, contract and budget oversight, program administration, and data analysis.

Work Experience

AFFINITY GLOBAL SOLUTIONS 2022– Present

Vice President– Operations & Business Development

- Oversee business development, coordinate/facilitate project teams, contract management, project planning and implementation, and system modification review.
- Has served as liaison between project team and customer, Operations Manager, Quality Assurance Manager, and Data Analyst for various AGS projects involving multiple States, including ND, SD and KS.
- Subject Matter Expert in multiple areas of Traffic Safety including grant management and reporting requirements for NHTSA (HSP, FARS) and FHWA (HSIP, HPMS), data analysis, federal guidelines and standards (ANSI D16, MMUCC, MIRE), and coordination/facilitation of the ND TRCC and other stakeholders.

STATE OF NORTH DAKOTA 2002 – 2022

Traffic Records Program Manager/Research Analyst (2017 – 2022)

- Managed the NDDOT Highway Safety Division's Traffic Records Unit; oversaw collection, maintenance, and analysis of motor vehicle crash data, and integration of state-level traffic record data systems.
- Oversight of development for all crash data interfaces and exports, serving in both Business Analyst and QA Manager roles, including primary responsibility for developing the FMCSA SafeSpect interface.

Program Manager/Research Analyst (2002 – 2017)

- Led teams and oversaw collection, maintenance, and analysis of data and integration of data systems. Managed federal grant writing/reporting, budgets, contracts, program operations, policy development, research and evaluation, data mining, and statistical analysis. Supervised staff/consultants, advanced quality improvement of state/federal reports and provided technical assistance to staff.

Technical Summary

Microsoft Office, SAS, Cognos, ArcGIS, TestLink

Education

Master of Public Health, Des Moines University– Iowa

Bachelor of Science - Microbiology, North Dakota State University– North Dakota

Certifications & Memberships

Certified Associate in Project Management (CAPM) #3457233

Member of Project Management Institute



Brent Levinson

701.223.3565

812 Burlington Dr, Ste 300 Bismarck, ND

www.affinitygs.com

Summary

Strong leader and computer professional with over 40 years of proven expertise in electronics, computer hardware, software, databases, and networking. Well-versed in systems consulting and project management for variety of industries, ensuring project definition, development, and completion.

Work Experience

AFFINITY GLOBAL SOLUTIONS 2000-Present

Vice President/Owner— Systems Development

- Oversee design, implementation, review, and analysis of AGS products as well as manage system modifications and technical teams.
- Serve as Technical Manager/Architect, Project Manager/Architect, Deputy Project Manager, and Development Manager for variety of AGS projects, including collaborations with States of Kansas, New Hampshire, New Jersey, North Dakota, South Dakota, and Wyoming.
- Established system design, performed overall technical design, and conducted review of project implementation and system modifications; oversaw daily management of technical team.
- Responsible for the technical implementation of the DCT/LT product for States of South Dakota and Kansas. Performed overall technical design and review of the project implementation and system modifications. Also responsible for management of technical team.

Technical Summary

- Databases: Oracle, SQL Server, MySQL/MariaDB, MariaDB, Access
- Programming Languages: Java, JavaScript, JSP, C/C++, Perl, Python, .NET, VBA, SQL, PL/SQL
- Applications: MS Office, Visio, MS Project, Business Objects, Corel Suite, Camtasia, TestLink
- SAP PowerBuilder and PowerDesigner
- Numerous other program-specific script languages i/c ArcGIS
- Operating Systems: Detailed knowledge of Linux/UNIX operating system maintenance & Virtualization, Windows and Windows Server
- Workstations & Servers (building, installation, configuration, and maintenance)
- Network construction and maintenance; router and firewall configuration
- Low Earth Orbit satellite transceiver systems (including GPS asset tracking)

Education

Bachelor of Science - Computer Science & Electrical Engineering
University of Calgary, Alberta

Certifications & Memberships

Professional Engineer (PE License)
Information Systems Professional (ISP) certification



John Straley

701.223.3565

812 Burlington Dr, Ste 300 Bismarck, ND

www.affinitygs.com

Summary

Project Management Professional and Certified Scrum Master with strong management skills and more than 15 years' experience. Proven success at developing and implementing solutions to improve business processes, writing and interpreting requirements, creating user stories, leading daily stand ups, Sprints and driving initiatives in rapidly evolving environments.

Work Experience

AFFINITY GLOBAL SOLUTIONS 2016-Present

Project Manager

- Responsible for project management tasks, including weekly status meetings and reporting, executive steering committee reporting, Microsoft Project Plan updates and reporting, deliverable management documents, signoff of all deliverables, and collaborate closely with development team.
- Oversaw project management for overall design, implementation, and technical services of the IBARS/EDISON project (State of New Jersey) and for the DCT/KCDS project (State of Kansas).

VERIZON WIRELESS 2009-2015

Senior Member Technical Staff - IT Project Management

- Enterprise level Project Manager. Formed strategies to mitigate risk and improve business processes. Managed multiple projects with competing priorities from inception through delivery. Led cross-functional teams on business objectives; ensured milestones were met on time, on budget, and with desired outcomes.
- Applied Waterfall/Agile principals. Experienced with Scrum Ceremonies, creating user stories, Sprint/Burndown techniques, Retrospectives and contingency planning. Developed, analyzed and interpreted requirements; defined scope, schedule and work break down structures; resolved issues; facilitated stakeholder meetings; prepared progress reports; and managed action items throughout project lifecycle.

Technical Summary

Project Management, Agile/Waterfall, Digital Six Sigma, Green Belt, JIRA, HP Application Life Cycle Management, Clear Case Digital Defect Tracking, Clarity PPM, Risk Mitigation, SharePoint, MS Project, Visio, PowerPoint, Word, Excel, TestLink

Education

Bachelor of Science - Electrical Engineering Technology
Fairleigh Dickinson University, New Jersey

Certifications & Memberships

Project Management Professional (PMP) Certificate, Project Management Institute
Certified Scrum Master (CSM)
Member of the Project Management Institute
Patent: Mobile Device Security ID number 9,230,377



Anthony Nelson

701.223.3565

812 Burlington Dr, Ste 300 Bismarck, ND

www.affinitygs.com

Summary

Strong leader with 25+ years' experience in programming for web applications and client server-based computer systems, including coding, testing, and documentation. Experience using Java, JavaScript, JSP, PL/SQL, Oracle, Visual Basic and Microsoft Access. Proven skills to ensure project definition, design, and development are completed in timely, efficient, professional manner.

Work Experience

AFFINITY GLOBAL SOLUTIONS 2010-Present

Senior Technical Analyst/Lead

- Responsible for assignment of staff on development tasks, monitoring of day-today progress, establishment of technical environment, conduct status meetings, present reports, and oversee system modifications and upgrades on several AGS projects for States of Kansas, South Dakota, New Hampshire, New Jersey, Montana and Wyoming.
- Serve as development/project lead for DCT/LT, IBARS and SARA projects. Responsible for direction and design of products including program design, specifications, and resource allocations.
- Facilitate system modifications and enhancements, set up technical environment, direct program design and specifications, and allocate resources.

Technical Summary

Databases

- Oracle, MySQL/MariaDB, MS SQL, Access

Operating Systems

- Mac OS (legacy and OS X), Various Linux Distributions, Windows 95- Windows 11

Languages and Libraries:

- JEE, PHP, JavaScript, CSS, XML, C#, ASP, ASP/.Net, Python, Go

Office Applications

- MS Office, Visio, Microsoft Project, Open Office, TestLink

Source Control

- CVS, SVN, GIT, Mercurial

Other Technologies

- Tomcat, Apache, NGINX, Visual Studio, vim, eclipse, photoshop, Gimp, Inkscape

Education

Courses completed toward degree- Bismarck State College, North Dakota

Certifications & Memberships

N/A



Justin Pool

701.223.3565

812 Burlington Dr, Ste 300 Bismarck, ND

www.affinitygs.com

Summary

Computer professional with 16 years' experience in programming for web applications and client server-based computer systems, including coding, testing, and documentation. Strong leadership abilities used to ensure that project definition, design, and development are completed in a timely, efficient, and professional manner.

Work Experience

AFFINITY GLOBAL SOLUTIONS 2011-Present

Senior Technical Analyst/Developer

- Web service design and developer for authenticated XML crash report submission.
- NIEM Information Exchange Package Documentation (IEPD) designer.
- Development lead for the DCT/LT application for the States of Kansas and South Dakota. Responsible for building user interface including core widget, form builder, and offline client.
- Responsible for the requirements and the implementation of the TraCS product for the State of North Dakota. Performed overall review of the project implementation and system modifications, including overall project planning and management of the implementation team.
- Assisted in the development and design for the IBARS (Internet Budget Analysis and Reporting System) product on several projects. Duties included programming, creating interfaces, data conversion, and creating reports templates and documents, including budget book generation.

Technical Summary

Java, JavaScript, JSP, Visual Basic, Microsoft .NET, PowerBuilder, PL/SQL, MySQL and Oracle.

HTML, XML, XSD, CSS, MS Word, Excel, Visio, Project, Publisher, VB/VBA, and C/C++, OxygenXML

Database administration/programming of Oracle, MySql and MariaDB.

Education

Bachelor of Science - Computer Science & Mathematics, Minor: Applied Statistics
Minot State University, North Dakota

Certifications & Memberships

N/A



Lance Obrigewitch

701.223.3565

812 Burlington Dr, Ste 300 Bismarck, ND

www.affinitygs.com

Summary

Computer professional with 14 years' experience in programming for web applications including system R&D, architecture, modeling, design, coding, testing, and documentation. Strong leadership abilities used to ensure that project definition, design, and development are completed in a timely, efficient, and professional manner.

Work Experience

AFFINITY GLOBAL SOLUTIONS 2013 – Present

Senior Technical Analyst/Developer

- Developer on several AGS projects, including DCT/LT, IBARS, and SARA for the States of South Dakota, Kansas, New Jersey, and Wyoming. Build user interfaces including core widget, form builder, and diagram tool components.
- Technical lead for the development of the North Dakota and South Dakota crash report online purchasing systems hosted by AGS.
- Assign staff to development tasks, monitor development task progress, facilitate status meetings and updates, oversee system modifications and enhancements.

SANFORD HEALTH 2012-2013

Application Support Specialist

- Met with departments and regional clients to determine implementation needs for health software configuration, Epic.
- Implemented agreed upon configuration plan for Epic.
- Provided on-call support and one-on-one customer support to answer any questions or proactively address interruptions in workflow.
- Managed patient-sensitive data to ensure security and confidentiality.

Technical Summary

MS SQL Server, Oracle, MySQL databases, Java, JSP, Linux, Windows 95-Windows 11.
OWASP application scanning.
C/C++, C# .Net, HTML4/5, SGC, JavaScript, XML, JSON, Konva

Education

Bachelor of Science - Computer Science & Computer Information Technology
Minnesota State University, Minnesota

Certifications & Memberships

N/A



Louis Neuenschwander

701.223.3565

812 Burlington Dr, Ste 300 Bismarck, ND

www.affinitygs.com

Summary

Computer professional with 17 years' experience in application, database, network and systems administration. Responsible for maintenance of systems infrastructure including hardware build, installation, configuration and maintenance. Knowledgeable in MS Windows desktop, MS Windows server, Linux operating environments, networking and systems security.

Work Experience

AFFINITY GLOBAL SOLUTIONS 2013 – Present

Infrastructure/Security Administrator Analyst – System Admin.

- Support internal infrastructure and hosting systems, including email, FTP services, and application/database/file servers.
- Administer backups, perform security scans, and test system restores. Build/refurbish desktops and servers for internal staff use and AGS-hosted customer systems.

Team Torque, Inc. 2011-2013

Network/Systems Administrator

- Maintained and supported Windows Server 2008 R2 domain, administered Exchange Server 2003, 2010; configured network devices, including firewall, switches, and routers.
- Managed Lucent/Avaya phone system, developed internal database application within Alpha 5, maintained WebbieCam video system for Super Kids daycare, updated all internal and external web pages.

Basin Electric Power Cooperative 2009-2011

Systems Support

- Configure hosted servers for BTInet customers.
- Perform firmware and hardware upgrades on BTInet hosted servers.
- Monitor and maintain servers in monitoring and alerting applications.
- Maintain IP address management application.

Technical Summary MS SQL Server, Oracle, MySQL databases installation and maintenance.

Windows Server, Windows Desktop, and Linux system installation and admin.

Hardware assembly and repair. Network cabling and network management.

Education

Bachelor of Science - Computer Information Systems, Minor: Business Admin
University of Mary, North Dakota (Summa Cum Laude)

Certifications & Memberships

N/A



Dillon Andreas

701.223.3565

812 Burlington Dr, Ste 300 Bismarck, ND

www.affinitygs.com

Summary

Computer professional with 9 years' experience in programming for web applications, web-based systems including coding, testing, and documentation. Strong leadership abilities used to ensure that project definition, design, and development are completed in a timely, efficient, and professional manner.

Work Experience

AFFINITY GLOBAL SOLUTIONS 2018 – Present

Technical Analyst/Developer

- Oversees development tasks and product enhancements. Provide webinars on knowledge transfer tasks for technical staff and assisted in training for multiple AGS projects. Serve as on-site resource assisting clients with State-related tasks such as report specs, ad hoc queries, State UAT, and State training.
- Developer on several AGS DCT/LT projects for the States of North Dakota, South Dakota, and Kansas. Build user interfaces including core widget, form builder, and diagram tool components.
- Primary developer of the DCT location tool, pin map and data broker.
- Assists in development and design for IBARS publication changes and upgrades for the States of New Jersey and Montana. Duties include programming, establishing interfaces, and creating output for reports.
- Assists in support of report templates and documents for IBARS product for select clients. Maintain budget book generation and templates for customers and make system programming changes as identified by client.

DAKOTA CENTER FOR INDEPENDENT LIVING 2017-2018

Web Developer

- Worked with a team to design and launch a new WordPress website for DCIL.
- Met with DCIL employees to tailor the solution to their needs.
- Hosted the development server for the team to create concept websites.

Technical Summary

Oracle, MySQL and MariaDB databases, Java, JSP, HTML, JavaScript
XML, CSS, JSON, GeoJSON and C/C++, Linux/Windows Network and Systems administration.

Education

Bachelor of Science- Computer Information Systems, Minors: IT & Philosophy
University of Mary, North Dakota

Certifications & Memberships

N/A



Loren Sether

701.223.3565

812 Burlington Dr, Ste 300 Bismarck, ND

www.affinitygs.com

Summary

Computer professional with 6 years' experience in programming for web applications, web-based systems including coding, testing, training and documentation. Strong leadership abilities used to ensure that project definition, design, and development are completed in a timely, efficient, and professional manner.

Work Experience

AFFINITY GLOBAL SOLUTIONS 2020 – Present

Technical Analyst/Developer

- Responsible for design, development, beta testing, and production rollout of DCT/LT crash reporting and incident location system, as well as ongoing DCT/LT development and support for the State of Kansas DOT.
- Responsible for beta testing and production rollout of DCT/LT MMUCC5 crash reporting, incident locating and citation system, as well as ongoing DCT/LT development and support for the State of South Dakota DPS.
- Responsible for design and development of South Dakota Weights and Measurements statewide inspections data collection and billing system, as well as ongoing system development and support.

Technical Summary

Java, JavaScript, JSP, C++, VB/VBA, MySQL, MariaDB, HTML, XML, CSS, MS Word & Excel

Education

Bachelor of Science - Computer Science
University of Wyoming, Wyoming

Certifications & Memberships

N/A