

# TECHNICAL PROPOSAL

RFP 2020-01



ALPHA ONE DEV LLC

RESPONSE TO RFP: SEXUAL ASSAULT EVIDENCE KIT TRACKING AND REPORTING SYSTEM

IOWA DEPARTMENT OF JUSTICE, CRIME VICTIM ASSISTANCE DIVISION  
LUCAS STATE OFFICE BUILDING  
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DES MOINES, IOWA 50319

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SEXUAL ASSAULT EVIDENCE KIT TRACKING AND REPORTING SYSTEM: RFP 2020-01



## Transmittal Letter

August 1st, 2019

Mr. Robert Hamill  
Iowa Department of Justice, CVAD  
Lucas State Office Building  
321 E. 12th Street  
Des Moines, Iowa 50319

Dear Mr. Hamill,

Alpha One is pleased to present our response to the Iowa Department of Justice's request for proposals to provide the State with a Sexual Assault Evidence Kit Tracking and Reporting System (RFP NO. 2020-01).

In selecting Alpha One, the Crime Victim Assistance Division will gain a trusted partner that has been delivering excellence for the last 20 years. Our response is not based on hiring on staff if we win an award. Our senior management has been delivering cutting edge solutions for more than a decade. We are supported by 15 full-time software development engineers and we're all in-house. We won't be engaging in on-boarding and CVAD's September 10, 2019 start date is assured.

We have responded to each provision of the RFP in great detail and in the order presented. We have a complete and comprehensive understanding of both the technical requirements and CVAD's business requirements. Alpha One accepts all terms and provisions as defined in this RFP without reservation.

Alpha One's founder, Mr. Pedro Becker will be the point of contact for all questions and issues regarding this RFP. He may be contacted directly by phone at 210-728-3838 and by email at [Pedro@alphaonedev.com](mailto:Pedro@alphaonedev.com). We look forward to serving the Iowa Department of Justice now and into the future.

Sincerely,

A handwritten signature in black ink, appearing to read 'Pedro Becker', is written over a light blue horizontal line.

Pedro Becker  
Founder and CEO



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### 3.3 Technical proposal

**Alpha One Dev is presenting our Technical Proposal, complete with all required documents and attachments. As directed, our Cost Proposal is being submitted separately.**

#### 3.3.1 Scored technical specifications

Alpha One is providing a detailed response to each provision of the RFP in the order given. In all instances, we will comply fully with each specification and our answer is – Yes. There are no deviations from the State’s specifications.

#### 3.3.2 Respondent background information

Respondent’s Business Name:	Alpha One Dev. LLC
Respondent’s Business Address:	7318 Bella Garden
City, State, Zip:	San Antonio, TX 78256
Texas Identification #:	1832637376000
State of Iowa Vendor Number:	VS000005576
Respondent’s Name:	Pedro Becker
Phone Number:	210-728-3838
Fax Number:	210-728-3878
E-Mail Address:	Pedro@alphaonedev.com
Authorized Signature:	
Printed Name:	Pedro Becker
Title:	Founder
Date:	1 August 2019

The Respondent must provide the following general background information:

Alpha One Dev does business under its own name. There are no DBAs. We are registered in the State of Texas (Registration Number: 1832637376000). Alpha One Dev is A Limited Liability Company (LLC). Our address is given above.

We have a total of thirty (17) employees with five (5) holding support and administrative positions. All others are IT designers and software development engineers.

Alpha One’s founder, Mr. Pedro Becker will be the point of contact for all contractual and technical issues regarding our proposal. He may be contacted directly by phone at 210-728-3838 and by



email at [Pedro@alphaonedev.com](mailto:Pedro@alphaonedev.com).

Alpha One Dev, LLC has registered to do business in the State of Iowa. Our registration became active on July 22, 2019, Vendor Number: VS000005576. Pedro Becker is the registered agent for our firm.

No attorneys are employed at Alpha One.

Alpha One does not anticipate the employment of any subcontractor in the fulfillment of this engagement.

### 3.3.3 Experience

Alpha One Dev is a Service-Disabled Veteran-Owned Small Business (SDVOSB), with 20 years' experience in designing, developing and delivering custom software applications. We have successfully completed over 400 plus Technology implementations. Our team specializes in delivering innovative solutions in Software Development, Automation, creation of API's, Web Services, Live Reporting Metrics, and Custom Dashboards. Specific to the CVAD's requirements for enterprise-wide data integration and tracking system. We have experience and expertise in the following:

- Twenty plus years delivering Custom software solutions across the Nation
- Developing custom software solutions to include the integration of multiple applications/portals resulting in a Single Sign-On Enterprise solution.
- Created/delivered over 100+ API's to include web services and windows services to push/pull data between endpoints.
- Custom reporting solutions automated via web portal and auto emailed to senior executives, daily, weekly, and monthly reporting.
- Custom dashboards
- Advanced role-based management solutions.
- Integrating online services through application programming interface (API's)
- Hosting online services with the ability to support, maintain, and secure the system. We will offer options for both a State-administered service and a hosted solution.
- Web-based integration of multiple databases
- Delivering of High Availability (HA) and Continuity of Business (COB) on both the application and database side.
- Creating solutions that bring multiple online services together as one solution, with simple navigation, intuitive interfaces, and defined roles and permissions

Alpha One is presenting a technical staff of unrivaled experience. We are enterprise solutions architects delivering advanced custom solutions to global organizations such as Clear Channel/Google, Apple, and many others.



In order to achieve the deadlines that are reflected in the RFP, we would dedicate a team of one User Interface (UI), User Experience (UX) Designer and 4-5 Software Developers, led by a dedicated Senior IT Project Manager. Our UI/UX Designer would be responsible for storyboards, CSS Style Sheets, branding, responsive web design, UI, UX, material design, and wireframing. The Developers would include Senior Developers with 10 years’ experience and Junior Developers with at least five (5) years’ experience. Our developers are experienced with Angular, Angular.js, C#, .NET, PHP React, My SQL, SQL, Node, API, InVisionApp, and BugHerd.

We’ve included sample bios below, to show the standard experience of the members of our team. All personnel are current members of the Alpha One Dev team, available to support CVAD, and have recently supported similar clients.

Senior IT Project Manager
<p>Nicholas Campos Senior IT Project Manager has over 10 years’ experience leading IT projects. He has a proven record of success leading all phases of diverse technology projects; Project Management, Six Sigma Black Belt credentials; along with business finance experience. He is an expert Business Strategist with the ability to plan and manage multi-million-dollar projects aligning business goals with technology solutions to drive process improvements, competitive advantage, and bottom-line gains. Our Senior IT Project Manager is an excellent communicator and can leverage technical, business, and financial acumen to communicate effectively with client executives and their respective teams. He is also an expert in Agile and waterfall project management methodologies and is widely renowned for the ability to produce high-quality deliverables that exceed timeline and customer expectations.</p> <p>Skillset: System Migrations/Integrations, Requirement Analysis, ROI Analysis, Cost and Budgeting, Project Scheduling, Testing/QA/Rollout/Support, Team Building and Mentoring, Business and IT planning, Vendor Management, End to end service delivery, Continual Service Improvement, Research and Analysis, Conflict Resolution, Quality Control/Assurance</p>

UI/UX Designer
<p>Our UI/UX Designers have at least five years’ experience designing and developing User Interfaces (UI) and User Experience (UX) for a variety of applications. They typically hold at least a B.S. in Computer Science or Graphic Design.</p> <p>Graphic Design tools: InVision, BugHerd, Sketch, Adobe Photoshop, Wireframe, Adobe Illustrator, Axure, Graphic Design.</p> <p>Skillset: Analytical Skills, Visual Design, Vision Communication, Coding understanding, Project Management Knowledge, Strategic Mindset, Writing Skills, Critical Thinking, Prototyping, Information Architecture, Wireframing (Wireframe.cc and InVision), User Empathy, Coding, UX Writing, Interaction Design, Superb Communication skills, Agile Methodology, working in a fast-paced environment</p> <p>Team Skillset: Agile, Scrum, Lean, Customer-Centric, Iterative deployment</p>

### Senior Software Developer

Our Senior Software Developers have as many as twenty years of extensive experience in software development, and designing Web-based, Client-server and Windows-based applications, Component development and Web services. They also have advanced experience as Technical lead developers, and typically hold at least a B.S. in Computer Science.

Technical expertise in Microsoft Technologies such as .NET Framework, WCF, WPF, Silverlight, ASP.NET, C#, VB.NET, Web Services, Windows Application, LINQ, Entity Framework 6, jQuery, JSON, XML, HTML5, Telerik Controls, JavaScript, AJAX, ADO.Net.  
Coding Languages: C#, C++, Python, HTML/HTML5, CSS/CSS#, Java, PHP, JavaScript, Swift

Database Technologies: Microsoft SQL, MySQL, MongoDB, Couchbase, Maria DB, Oracle  
Additional Skills: Angular, Node.js, API, Web API, React, Source Code, Version Repository, UI Toolkits and Frameworks, Shopping Carts, Microsoft ASP.NET MVC, Product Enhancement, Problem Solving Skills, Perl, Shell, Optimization, Design Reviews, Stress Tolerance, Agile and Waterfall software development methodology, Service Oriented Architecture (SOA), WSDL, and REST Web Services

Team Skillset: Agile, Scrum, Lean, Customer-Centric, Iterative deployment

### Junior Software Developer

Our Junior Software Developers have at least five years' experience in software development, creation object-oriented programming, and creation of controllers, models, APIs, web services and views that are modular, scalable, optimized, and correct. They typically hold at least a B.S. in Computer Science.

Technical expertise in Microsoft Technologies such as .NET Framework, WCF, WPF, Silverlight, ASP.NET, C#, VB.NET, Web Services, Windows Application, LINQ, Entity Framework 6, jQuery, JSON, XML, HTML5, Telerik Controls, JavaScript, AJAX, ADO.Net.  
Coding Languages: HTML/CSS, JavaScript, SQL, jQuery, Node.js, Web API, React, C++, C, Python, Java, PHP, Web Services

Database Technologies: Microsoft SQL, MYSQL, Oracle, Couchbase, Maria DB

Skillset: Professionalism, Time management, Problem Solving, System Design, Strong command of programming language, Algorithms and data structures, Algorithm complexity analysis

Team Skillset: Agile, Scrum, Lean, Customer-Centric, Iterative deployment

### Description of Services Provided

Alpha One has successfully completed over 400 IT implementations projects in the commercial sector. These projects range from customs applications development and large-scale data aggregation to the development of web-based shared services on a national scale.



**Reference #1**

Project Title: Breakaway Services

Project Role; Prime Contractor

Start and End Dates of Service: 2015-2018

Contract Value: \$2,200,000

General Description of Work: Alpha One Dev teams developed an Enterprise Reporting Platform, that helped this large call center grow from 0 to over 800 employees. The development effort covered 36 months and utilized an Agile project methodology. The challenge that the Call Center was having is their employee were having to manually call patients via phone for all of the following confirm patient upcoming appointment, or reschedule the appointment, call to schedule hygiene appointments. Alpha One Dev created APIs that interacted with the Data Center application/database that would send patients automated updates. The text message was further enhanced to receive feedback from patients, the initiative eliminated 2,200,000 plus annual phone calls, the analytics also reflected that 88% of patients preferred text messaging instead of a live phone call. Alpha one created API's, live windows services that interacted with Nexmo the short message services (SMS) provider.

All tasks were completed on time and on budget

Client Project Manager: Jesse Diaz, 210-863-8175, JesseDiaz12@icloud.com

**Reference #2**

Project Title: Dental Services Organization (DSO) Enterprise Portal

Project Role; Prime Contractor

Start and End Dates of Service: 2018-2019

Contract Value: \$940,000

General Description of Work: For the largest Dental Services Organization (DSO) Support Center in North America, the Alpha One Dev team developed an enterprise portal that consolidated 12 companies into one single portal. The development effort covered two years and included many features similar to Iowa Department of Justice requirements. We developed live report on the Enterprise portal that reported on Key Performance Indicators (KPIs), to include Work force Management (WFM) metrics that were critical to many of the departments. We delivered a vast number of reports that were always live and enabled users with a live dashboard. The solution included more than 8 APIs that allowed the organization to streamline, lower overhead, lower risk, increase revenue, enjoy higher customer satisfaction, live audit trail, executive dashboard, live alerting, automated billing, and cross market opportunities across all 12 companies.

All tasks were completed on time and on budget

Client Project Manager: Tiffany Villarreal, 210-683-8315, TiffVillarreal@gmail.com



### Reference #3

Project Title: Clear Channel/Google Enterprise Reporting Platform

Project Role; Prime Contractor

Start and End Dates of Service: 2013-2015

Contract Value: \$1,210,000

General Description of Work: Our Team of experts, while partners with Clear Channel Worldwide, partnered with Google to develop an Enterprise Reporting Sales Platform (ERSP) that allowed business to order and place radio commercials utilizing Google platform that interfaced with Clear Channel Radio Stations across the nation. The developed solution has similar requirements to the Iowa Department of Justice requirement, the ERSP solution provided live reporting, role-based management, unique user login per employee, compatibility across all web browsers, association of data by location, storing of sensitive data and tracking of each overall radio campaign partnership with Google. When moving away from a sales staff of 200 plus permission to the new web platform was a major change in the radio commercial industry for Clear Channel Worldwide that resulted in higher client satisfaction, ease of use, attractive web application and increase of revenue.

All tasks were completed on time and on budget

Client Project Manager: Abel DeJesus, address, 210-875-9544, abeldejesus@iheartmedia.com

#### 3.3.4 Termination, debarment, litigation, and investigation

Alpha One has never had a contract terminated. We are under no debarment in any jurisdiction. There is no litigation or investigation past or present.

1. Has the Respondent had a contract for goods and/or services terminated for any reason? If so, provide full details regarding the termination.

No.

2. Describe any occurrences where the Respondent either has been subject to default or has received notice of default or failure to perform on a contract. Provide complete details related to the default or notice of default including the other party's name, address, telephone number, and email address.

No.

3. Describe any order, judgment, or decree of any federal or state authority barring, suspending, or otherwise limiting the right of the Respondent to engage in any business, practice, or activity.

No.

4. Describe any damages, penalties, disincentives assessed, or payments withheld, or anything of value traded or given up by the Respondent under any of its existing or past contracts as it relates to goods and/or services provided that are similar to those sought by this RFP. Include the estimated cost of that incident to the Respondent with the details of the occurrence.

Not applicable

5. List and summarize all litigation or threatened litigation, administrative or regulatory proceedings, or similar matters to which the Respondent or its officers have been a party.

There are none.

6. List any irregularities that have been discovered in any of the accounts maintained by the Respondent on behalf of others. Describe the circumstances all such irregularities or variances and detail how the issues were resolved.

There are none.

Should any incident commence or occur during our engagements with the State of Iowa and/or Department of Justice, Alpha One will provide written notification to the Contract Officer immediately.

### 3.3.5 Acceptance of terms and conditions

Alpha One accepts the terms, conditions, criteria, specifications, and requirements as defined in this RFP completely and fully. We agree that our statement operates as a waiver of objection to any provision of the RFP and have specifically agreed to all terms in our transmittal letter. We anticipate no objections or exceptions to these terms at any point during the engagement.

### 3.3.6 Certification letter

Alpha One has attached a signed copy of the State's certification letter. See Attachment #1

### 3.3.7 Authorization to release information

The State of Iowa may gain access to any and all information required for the evaluation of our proposal. A signed and dated copy of the State's Authorization to Release Information is provided in Attachment #2.

### 3.3.8 Firm proposal terms

All proposed Alpha One management and staff are currently full-time employees of our firm. Our offices are fully provisioned with the hardware and software required to successfully complete all tasks defined by the RFP. We will arrive fully prepared for work on Day One of the new contract.



Alpha One affirms that we are submitting a firm offer (pricing) that shall remain valid for a minimum of 120 days following the proposal deadline (August 2, 2019).

## 4. Specifications

### 4.1 Overview

Alpha One has a complete and comprehensive understanding of the RFP, the required specifications and the mission of CVAD and the Iowa Department of Justice. We propose the establishment of an advanced SAEK tracking and reporting system that will serve IDoJ, CVAD law enforcement at all levels and survivors.

Immediately upon award, Alpha One will contact CVAD to schedule our kick-off meeting and start the requirements gathering process. We are fully staffed and will arrive prepared for work on Day One of the engagement. We hope to discuss a number of issues including:

- The Authorization Architecture and IDoJ and CVAD business rules governing access;
- The criminal reporting software employed by the state's different police departments and technical requirements;
- Connectivity issues with Iowa/s DCI Crime Lab and others;
- The scheduled upload of all backlog files and the issuance of anonymous identifiers as a batch; and
- We will suggest the creation of additional reports including one on dissolving the backlog and the generation of a new report based on the statute of limitations (we hope to provide CVAD with the ability to manage backlog processing to support the window of prosecution).

Alpha One's Founder and CEO Pedro Becker and Senior IT Project Manager Nicholas Campos will come to CVAD's offices to participate in requirements gathering personally. We hope to schedule meetings with CVAD IT staff and key stakeholders for project kick-off meeting where we will layout the project framework and immediately begin on the wireframe UI/UX and application pages.

Client success begins with our direct engagement approach to project management. That engagement will be present from the first requirements gathering meetings at start-up and remain throughout the project. The client's business needs are the focus of our work and all efforts will be directed to CVAD's goals and the needs of stakeholders across the State. Above all, we provide clarity and the tools to support knowledge-based decision making to commercial clients and government. When those tools do not exist – we make them.

### 4.2 Sexual Assault Evidence Kit Tracking System Specifications

Alpha One Dev proposes the design and development of a custom-built SAEK Tracking and Reporting system for CVAD. The organization will own all of its data and code.



Alpha One follows the Agile Methodology. All work is organized in sprints and story-boarded. Testing will be a constant feature throughout the development process. At present, we anticipate the construction of some 10-15 User Interface application screens to be generated in compliance with the State's business rules. Alpha One will employ InVisionApp software for the generation, review, and approval of wireframes for the application user interface pages. CVAD stakeholders will be able to review and mark-up our screens in real-time along with a sign-off for each stage of the development process. Client review is benchmarked throughout our timeline presented below. This will both speed and support user acceptance prior to deployment of the live system. This along with other major features are defined below in the order presented.

Reporting functions will feature a series of Key Performance Indicators (KPIs) on performance by location and tasks. These will include SAEK processing within the labs, the dissolution of the SAEK backlog and other issues.

Alpha One will build a custom Web Solution employing Microsoft stack C#, .NET, ASP.Net, and Angular.js. The application will be powered by a Microsoft SQL database Engine.

While some specifics regarding software system present in Iowa's labs and law enforcement at multiple levels, we believe (at present) that Electronic Data Exchange (EDI) will support the migration of data including SAEK records currently resident within individual police units. Data validation will be performed on all data imported into CVAD/SAEK.

CVAD/SAEK will be role-based in every aspect from the creation of the User Interfaces (UI) to the ability to read, create, edit or access of reporting modules. Role-based UI construction presents users with task-specific data entry and lookup. Keyed to the user's login and associated rights within CVAD's authorization architecture, only those options are presented.

Alpha One will employ Balsamic for the construction of UI wireframes and provide the InVision application for Client review and live mark-up of our UIs during the design phase. Client feedback will be incorporated into the design prior to build. Alpha One UI/UX's are highly intuitive and automated to the maximum extent possible. User information required for record creation, department, division and unit identifiers will be populated. All UI screens will be branded at all levels.

At present, we anticipate the construction of some 10-15 UIs in accordance with CVAD business rules at multiple levels. These include: The IDoJ, IDPS, the various prosecutor/district attorney offices, legislative offices, law enforcement at the state, county and local/municipal level, medical service providers, the DCI Lab and a Survivor's UI providing a read-only tracking report.

The website will be compliant with a Secure Socket Layer (SSL) certificate that will be issued by either Verisign or Thawte as the certificate-issuing authority with 256-bit encryption certificate. CVAD/SAEK will be fully ADA (508) and WCAG 2.0 compliant with enlarged viewing present at all points. Alpha One employs scaling software to assure complete visibility and utility from



smartphones, tablets and pads, laptops and PCs. The application will also be test to be fully ADA complaint by running an online audit available from <http://508Checker.com>.

Data entry will be supported by both RFID scanning and keyboard. We note that CVAD has not identified the technology to be deployed, their numbers or locations. Alpha One has made a number of assumptions in describing data input at various points in the SAEK exam, testing, and transit processes from initial receipt and exam administration through to final disposal.

Alpha One Dev offers a two-year warranty on all work. This is detailed in our Cost Proposal.

a. Limitations to Access

There will be no limitations to access at any time. CVAD will own the data and the code. This will be an up-to-date data implementation supported by the full range of tools required for effective SAEK tracking and reporting. In the event that CVAD does choose to move to another platform, Alpha One will provide all required assistance in the migration of data and services to any new system. This will include data lockdown, full cooperation with any vendor on behalf of CVAD and the full transfer of data and associated files to the new service.

b. Browser Compatibility

The CVAD/SAEK system will be accessible to all modern browsers, Google Chrome, Mozilla Firefox, Safari, and Microsoft Edge. There will be full access to all data, functions, and reports from all platforms including mobile platforms (iOS and android).

c. Hosting Options

Alpha One is offering the State both options. Hosting by the State will offer savings to the state, if the agency has existing Microsoft based windows servers and Microsoft SQL licensing that can be utilized, hosting by Alpha One (via Amazon Web Services (AWS) will not add overhead to the agencies current on-premises infrastructure, that would also require all of the following in order to remain compliant and vigilant against the latest cyber threats; Windows critical vulnerability patching, Business Anti-Virus, SSL certificate maintenance, Microsoft SQL database patching and 7 days offsite HIPPA compliant backups.

d. Ad Hoc Reports

**YES** – Alpha One’s SAEK system will produce all of the standard reporting listed below in addition to ad hoc reporting. Ad Hoc reporting will be supported by the system’s drop-down menu to choose data fields for Ad Hoc reports across all data fields. Under the reporting requirements, Alpha One is suggesting additional reporting options in support of the management of the SAEK backlog and other Key Performance Indicators (KPIs).

e. How the system will accommodate the following:

*i. Data Elements for each SAEK:*

Unique SAEK ID: CVAD's SAEK system will create unique randomly generated SAEK ID number for each record. At present, we believe that this will avoid any similarities between the anonymous ID and the survivor. For example, should the ID be an alpha-numeric, the survivor's initial, date of birth or any other possible linkage should never appear in the SAEK ID.

Location: Most medical facilities, law enforcement agencies, labs and others have either an acronym or other official identifier designated by the State. These will appear in the UI dropdown menus developed from the State's official locations (full business addresses, unit designations, etc...). An "In-Transit" feature will be present in the UI with FROM/TO fields.

Dated SAEK Records: All actions entered into each SAEK record will be date and time-stamped. The record will also include the user's login. Once again, we are keenly aware that these records will document the "chain of evidence" and the CVAD/SAEK system will support the chain in all instances. New actions the shipping or receipt at any location, data entry, changes and the addition of notes into text fields will all be entered into the SAEK record and generate the date/time stamp whether an entry is made via RFID scan or the keyboard.

Date Used in Forensic Examination: At present, it seems most likely that this will be recorded via keyboard entry and a dropdown calendar. While the receiving function can be recorded via scanning, it is unknown whether or not scanning will be available within the lab itself. Both methods will be available.

Date of Assault: the CVAD/SAEK system will be integrated with police reporting systems. At this writing, it is unknown how many separate systems are deployed throughout the state, but it is reasonable that the Date of Assault can be captured via EDI and can be automated.

Date of Arrival: Location identifiers will be table-driven and associated with the login of the individual making the entry (this will be a check on access as well as a record creation). Arrival can be entered by scanning or by keyboard.

Date of SAEK Testing Completed: As above, it seems most likely that this will be recorded via keyboard entry and a dropdown calendar. While the receiving function can be recorded via scanning, it is unknown whether or not scanning will be available within the lab itself. Both methods will be available.

SAEK History: Each SAEK will be an independent record within the system with all transits and processes recorded with date/time stamps and the login information of authorized users at each location. This will support reporting on individual SAEK records and the flow of reporting within all unit for tracking and system-side.

Date of SAEK Record into DNA Database(s): This will be discussed during requirements gathering. At present, we assume that this will be a lab function. One of the issues to be resolved

will be the level of integration desired by CVAD. The SAEK system will operate with anonymous survivor identification. We assume that the DNA databases do not. It is most probable that the UI provided to the labs will have a calendar-driven date of database entry to record the event.

We are aware of the new database operated by the DNA Profiling Convicted Offender Unit (PCO) and the Offender Entry website (July 1, 2019). We watched the training video,<sup>1</sup> and we know that the State of Iowa enters finding into CODIS as well. Both will appear as options on the labs' UI. DNA matches from either system will be recorded with a Yes/No dropdown selection. As with other lab functions, these will be keyboard entry functions.

*ii. User Authorization*

The CVAD/SAEK system will be rule-based in every aspect from the deployment of role-based User Interfaces and the data and tools made available to users, to access to data, reporting and edit rights. CVAD business rules will be foundational to the product in every way.

Alpha One is firm in our belief that regardless of any additional technology employed, all security is resident in the client's Access and Authentication Architecture and the effective enforcement of Iowa's business rules regarding SAEK. We are keenly aware of the role that the CVAD/SAEK system will play in supporting the IDoJ's "Chain of Custody" requirements. The elimination of all question or doubt from the legally defined start of this process through to its end will be our guiding principle in the design of the system, its implementation and reporting.

At start-up, Alpha One will seek a complete list of authorized CVAD/SAEK system users and administrators including law enforcement at all levels (state, county and municipal), all medical facilities and crime labs, Department of Justice and Department of Public Safety and legislative and law enforcement at all levels throughout the State. We note here that access by legislative personnel (among others) will probably be limited to "report only" access and will not enter the records generation process. We will seek clear definitions of IDoJ's lines of authority governing access and to support oversight.

Access will be role-based and governed by IDoJ business rules. Lines of authority will be based upon multiple legal jurisdictions to include IDoJ, IDoPS; District Attorneys and prosecutors at multiple levels, police departments at the state municipal and local, county sheriff levels. Administrative rights will exist within each stakeholder group and here again, limits to access and Alpha One will provide anonymous access to all survivors to the individual's personal record for viewing only. There will be no edit rights associated with survivor access.

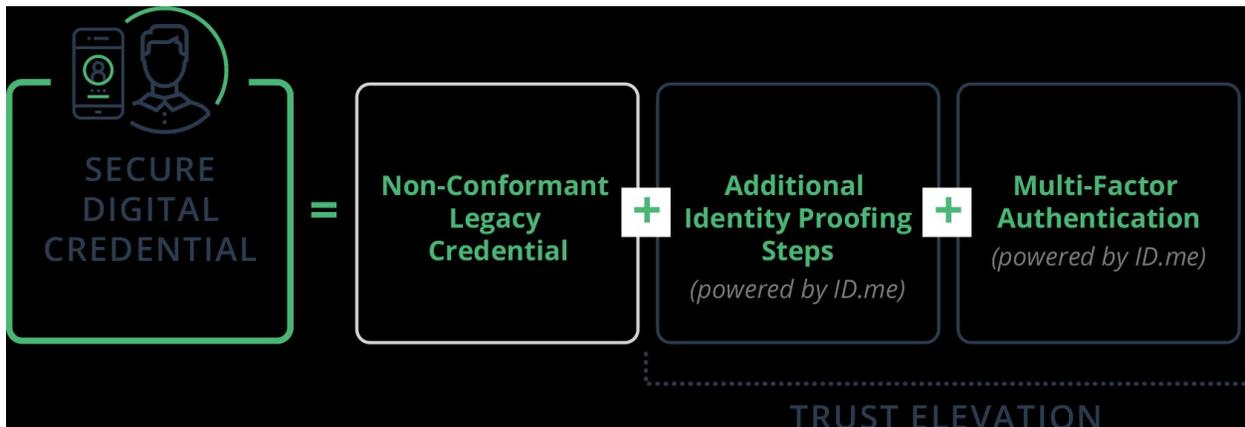
Alpha One will work with State of Iowa administrators in the implementation of the authorizations architecture as defined in the State's guidance<sup>2</sup>. We plan to employ ID.me for the establishment

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<sup>1</sup> [http://www.dps.state.ia.us/DCI/lab/dna/DNA\\_Profiling\\_Convicted\\_Offender\\_index.shtml](http://www.dps.state.ia.us/DCI/lab/dna/DNA_Profiling_Convicted_Offender_index.shtml)

<sup>2</sup> <https://ocio.iowa.gov/authentication-security-standard>

of multi-factor Authentication. ID.me meets Federal and state government standards and has been widely adopted at all levels of government. This is a high reliability package and is well known and trusted for custom applications development and is geared toward government agencies. For more information, follow the link: <https://www.id.me/business/government>



At the beginning of 2016, ID.me was selected by the Department of Veterans Affairs to provide the login, identity proofing, and multi-factor authentication for VA.gov, the VA's healthcare, and benefits portal. With ID.me's support, VA became the first federal agency to successfully issue high-assurance NIST 800-63-2 Level of Assurance 3 (LOA3) credentials at scale to citizens. ID.me also helped the VA strengthen existing logins with 2-factor authentication to meet federal identity standards. Compliance with Verifying the identity of new users with NIST 800-63-3 aligned identity proofing

The new CVAD platform will be in full compliance with Iowa's Multi-Factor Authentication policies for all remote access to SAEK including a unique User ID, and discrete password and a PIN employing either a Digital Certificate, Token/Smart Card, Biometrics (if available) or a one-time authentication code provided by text message, email or phone call.

We note here the State of Iowa requirement that passwords for system and administrator accounts be changed every 90 days. Iowa DoJ may have an automated system in place to accomplish and Alpha One will provide any data required to support it. Should this not be the case, we can design an in-system email notification to all administrators either monthly (as a standard report) or individually based on date of creation. We hope this will be covered during our start-up meetings.

During requirements gathering, we will request that survivors gain access with a two-step authentication to simplify their task and be better served. They will receive read-only access in all conditions.

*iii. Status and Location Update by Authorized Users*

Alpha One will design CVAD's User Interface(s) to employ the greatest amount of automation possible. This will both speed processing at all levels and reduce error at all points. All UIs will

be role-based throughout the system including rights to edit or create status and location updates.

CVAD should assume that the following features will be present within all user-facing screens:

- User information will be populated into each SAEK record upon login;
- All dates (distribution to medical facilities, date of collection, arrival at labs and other key events through to disposal) will be calendar-driven;
- Investigation results should probably be classified and defined by IDoJ and provided on an options menu;
- Survivor information will be automated to the greatest extent possible (menu-driven selection of personal and demographic information, automated zip code, etc...);

Distribution to Medical Facilities: **YES** - At present, we assume that each SAEK has a unique identifying number (numeric or alpha/numeric) and that the receipt of these kits is confirmed by a signature which may be required for data capture. It is possible that SAEKs are issued and received in batches and will be used in series. If each SAEK does not have a unique Identifier, Alpha One would then propose a unique identifier that will be utilized for lookup up within the application.

At this writing, we do not know what label is attached to individual SAEKs or the structure of any bar code that might be present. Should a bar code be present, Alpha One will review its data to assess incorporation into the CVAD/SAEK system. Assuming that such a label IS NOT present, label generation should take place upon SAEK inventory receipt to support scanning from this point forward throughout the chain of custody. We will ask about this requirement during requirements gathering.

While we assume that it is rare, there may be instances when SAEKs might be transferred to another medical unit. We will also ask about this need and the State's preferred method of recording such transactions.

Date of Forensic Exams: **YES** - The date of the forensic exam will be captured in the UI. Again, this will be calendar-driven to avoid error. The survivor's unique identifier will be associated with the survivor's SAEK. The date of the incident and the date of the exam will be points of comparison as defined in the reports section below. As with the capture of backlogged SAEKs, this date record will operate as a trigger to a Statute of Limitations report and we believe this should be an ongoing feature of the CVAD system and applied to all SAEKs.

Transfer to Law Enforcement Agency: **YES** - When each individual SAEK is received by law enforcement agencies, Office staff (on-site) will log into the CVAD system and scan the label of the SAEK(s) received. Both the receipt, the agency (unit and location) and the receiving officer/staff member's personal identifying information will be captured.

SAEK Arrival at Labs: **YES** - Lab staff will log into the CVAD/SAEK system and scan the SAEK label upon receipt. This will update the SAEK record with its receipt by the lab, date and time



stamp, and the receiver's identification.

Analysis and Lab Report Completed: **YES** – The lab report completion date will be captured with the scanning of the SAEK label. At this writing, it is unclear to what extent scanning is to be employed in support of tracking.

The Provision of Test Results to Jurisdictional Law Enforcement: **YES** - The RFP calls for the provision of the lab report to law enforcement. We assume that the SAEK itself is sent to law enforcement along with a hard copy of the report. In this case, the lab(s) may print a second label with a unique identifier to associate it with the individual SAEK. This label should be coded with lab and lab personnel information in addition to the date and time of results provision. There may be electronic options available as well in the event of the generation of digital reporting. Alpha One will be happy to discuss this and other options with CVAD at our requirements gathering meeting.

Result of Law Enforcement Investigation: **YES** – Once the SAEK and lab reports are received it is assumed that kits will be stored in evidence and the reports will enter the case files. Physical tracking will end at this point until the final SAEK disposal. At present, we do not know if various law enforcement offices employ warehouse scanning for the intact and location of evidence. The records are certainly electronic in almost all instances. CVAD/SAEK will interface with evidence storage systems via EDI (see below) wherever possible or by manual entry.

Law enforcement officials responsible for further referral will log into the system, select the referral screen and record their referrals for prosecution to the appropriate office(s) by employing the dropdown menus and text fields provided in the UI. The law enforcement officer's identification will be populated at login.

While the Survivor's SAEK records will have a discrete identifier and personal information will be masked from public access, law enforcement, and prosecution staff (see below) will almost certainly use the CVAD UI's search feature to access survivor records.

The Dropdown menus will contain a series of IDoJ named and defined options of referral to prosecution offices. A text field will be provided to record explanations. During requirements gathering, Alpha One will inquire about a number of outstanding issues. Among these will be:

- The creation of dropdowns and content that may be required
- The use of the text field(s) and the need to keep personal identifying information out of the text to preserve anonymity. This will be dealt with in training and text may be added to the UI as a caution.

Prosecution Review and Results: **YES** – Prosecution staff at all levels will log into the CVAD/SAEK system and their personal identification will be entered into the selected records. Prosecution offices may need to import data and text from their internal system. At this writing, we believe that direct EDI transfer will meet the need fully across a number of defined fields. We



have accomplished this in any number of engagements through EDI of interface construction. We will discuss this fully during requirements gathering.

Disposal of SAEKs: **YES** - The CVAD/SAEK system will generate an electronic SAEK disposal report for each evidence storage location government by the State's legal requirements for SAEK retention. Evidence storage staff will be able to locate the individual SAEKs employing their location system where present and scan the label at the point of disposal thus ending entry into its record.

*iv. Utilize barcoding functionality for label creation and tracking.*

Barcoding for Label Creation and Tracking: **YES** – Alpha One is proposing an RFID enabled label creation and tracking system that is put in place from the start of the process – with the original receipt of SAEK inventory by the healthcare providers. We have detailed its employment throughout the “chain of evidence” process at each point described in the RFP. If there is movement of the SAEK (and its associated lab report), it will be captured and reported. Our solution provides automation and speed to the business processes and reduces error for both current testing and the dissolving of the backlog.

*v. Allow authorized users to add or update information related to a SAEK using a barcode scanner or a keyboard by entering a SAEK number*

Access by Authorized Users: **YES** - Users will access the CVAD/SAEK system by discrete login following the authorization architecture governing access from all points in the process. Access will follow the business rules of LDoJ/CVAD and will be firmly in the hands of their administrators at all times without exception. Individual SAEK records may be accessed by scanning the label affixed to each SAEK or by the system's search features via the keyboard. Access will be fully supported on all platforms.

*vi. Allow survivors of sexual assault the ability to anonymously access the system and anonymously view status updates of their SAEK.*

Survivor Access: **YES** - The system will generate an anonymous, unique identifier to all survivors coupled with the opportunity to create their own specific password. Alpha One has offered CVAD with the option to create a third tier of user authentication if required. At this point, we believe that the standard two-tiered authentication for survivors should be established regardless of the requirements imposed elsewhere in the system. Their access will be limited to their individual record only and without edit privileges under all circumstances, and the State will want to provide the smoothest access to the survivors.

At present, Alpha One assumes that most survivor contact data will include smartphone numbers and perhaps email addresses. For these survivors, it will be possible to send links to CVAD, the anonymous identifier, and a temporary password to survivors electronically. This may not be true in all cases and Alpha One will provide an official letter feature for IDoJ use in providing this information to survivors who do not have digital access. We will ask IDoJ about providing this function and the inclusion of IDoJ created text.

*vii. Be in compliance with the Americans with Disabilities Act (ADA)*

The CVAD/SAEK System will be in full compliance with the Americans with Disabilities Act (508 compliance). All user interfaces (public and private) will include enlarged viewing from all platforms and Alpha One employs scaling software to assure clear, complete views and access to tools from tablets, pads, and cellphones.

f. How the system is able to accommodate the following:

*i. Establishing authorized users with secure access through unique user ID and unique password for each user.*

At this writing, we anticipate that all state government users have an established three-tiered login, a discrete password, and PIN (in the approved form). These should be used to create a User Profile for access to the CVAD/SAEK system. Users are already established within the IDoJ Authorizations Architecture including their established provenance, and various justice department roles. This architecture will be extended to the CVAD SAEK system. If single sign-on is not required, we will deliver the ability for users to create their login profile that will be unique and will deliver multi-factor authentication. All new accounts will need to be approved by the designated administrator so that the user may be assigned the appropriate permissions per the user's role.

There will be new users to the system including hospital staff (who will generate the original scan of the SAEKs when administered, the survivors, and others not yet identified. Each of these users will create a User ID and password. While it is hoped that survivors will not be required to use the three-tiered safeguards, hospital staff may or may not be required to do so. We will consult with CVAD during requirements gathering.

*ii. Bulk Upload of data from an excel spreadsheet or other database to prepopulate information from SAEKs previously inventoried and tracked*

The bulk upload of data from excel and other database sources is a regular feature of our work. Alpha One will inspect these sources, perform any required data cleansing and normalization tasks including the employment of naming conventions, text and extract the required data. Our team will perform the bulk upload of the existing data into the new application and data quality tests will be run with each extraction. The system will have the ability to append files in order to accommodate work in progress at the time of transition. The system will include a date/time log for all data uploads and the commencement of tracking (documentation for the chain of custody). The bulk upload feature can be designed to be performed by our team or by the agency. From our past experience, we will add data validation for all data that is to be uploaded.

iii. *Create Reports to be used by Department of Justice, Department of Public Safety, and Legislature*

CVAD/SAEK will generate a number of both standard and Ad Hoc throughout the engagement. At this writing, we assume that oversight reports will be read only for standard reports and that we will enter into discussions with CVAD to determine any other access rights. Reports will minimally provide:

- Number of SAEKs submitted to law enforcement agencies within a date range (sorted by law enforcement agency);
- Number of days from SAEK arrival at law enforcement agencies to kit arrival at the lab;
- Number of SAEKs reported to law enforcement agency but not sent to law enforcement within 30 days;
- Number of SAEKs tested by forensic lab within a date range;
- Number of days from date of SAEK arrival at the lab to date lab report issued;
- The average and median time between a forensic medical exam and SAEK tested to completion in the forensic lab within a date range;
- Report of SAEKs not tested to completion and number of days SAEK has been at the lab;
- Number of DNA profiles entered into DNA database(s)

These are common reporting features and report generation will be automated. An automated MS SQL query will be established for these and other standardized reports.

To this list, we would add an oversight report specific to the dissolution of the backlog and the specific actions taken to accomplish it. The backlog report should be keyed to Iowa's Statute of Limitations for the generation of a priority list SAEKs waiting for testing and entry into the lab's new system and DNA databases.

- CVAD will be empowered to give direction on lab testing to dissolve the backlog in priority. The directives can be attached to the oversight reports.
- CVAD/SAEK will extract tracking data including the time and date stamps of each processing action taken
- Data will include the average and median time between the exams and the completion of tests, the entry of DNA profiles into the databases, and the provision of each report to law enforcement along with referrals for prosecution and then final legal disposition.
- Alpha One will be present options for projecting the final disposition of backlogged SAEKs if CVAD wished to discuss this.

All government agencies in all environments and levels have oversight. IT service providers serve their client's business interests.

g. How the system will provide accessibility to authorized users in a web-based format Authorized users will log into CVAD/SAEK using their new unique User ID and password along with their PIN as established by CVAD Administrators. CVAD/SAEK will be fully accessible

from all end-user platforms from all platforms from PCs, laptops, ipads, tablets and smartphones on both iOS and Android. The CVAD/SAEK system will be accessible to all web browsers, Google Chrome, Mozilla Firefox, Safari, and Microsoft Edge on all device types.

h. Our Proposal accommodates the following:

*i. SAEKs in possession of jurisdictional law enforcement agencies.*

At present we do not know the range of data systems employed by the various law enforcement agencies across the state. We are assuming an open data structure. Alpha One will work with CVAD to contact the IT staffs associated with the police departments to organize the effective migration of SAEK record into the new system. Data quality assurance best practices will be in effect in all instances and we anticipate that data normalization may be required. The migration of police data will be scheduled in priority to bring the greatest number of records into the system as quickly as possible. The CVAD/SAEK system will generate and assign anonymous IDs to these records as in other instances. The survivor notification process will be applied and CVAD notified.

*ii. Training*

Training to end users of all agencies will be provided by the following methods, online user guide, online videos along with a Frequently Asked Questions (FAQ) section. If requested, the core project stakeholders and staff will also receive an onsite live training session.

*iii. Testing and Implementation*

Alpha One follows the Agile Development Methodology. Testing is part of the development process. CVAD stakeholders will be invited to review all UIs via InVision and have the ability to mark-up screens live. Final User Acceptance Testing will be hosted by Alpha One prior to deployment with a final approval and sign-off gained. Client testing and acceptance is benchmarked in our timeline.

Implementation will largely be dependent upon the hosting solution selected by CVAD. Should the Division wish to host the solution, Alpha One will meet with CVAD IT resources to define technical issues, schedule deployment and assure full compliance with IDoJ SOA and other requirements. If the Alpha One AWS option is chosen, we will make all arrangements for deployment. In all instances, all files, databases, tables, UI and other elements of the solution will be structured and ready for deployment.

*iv. Support, Maintenance, and Software Upgrade*

Alpha One will assign a client representative who will remain engaged with CVAD and will be responsible for the resolution of any issues that may arise. The representative will be available during business hours throughout the engagement. Alpha One will present both phone and email contact information to CVAD at start-up. This will provide “Tier 1” support. Any issue not resolved at this level will be immediately referred to senior engineers for resolution. In general, issues are addresses and resolved within 24-48 hours of reporting. Alpha One offers a two-year

warranty on all work which will be described in our Cost Proposal.

Software upgrades will be incremental and applied during off-peak hours without disruption of service. Upgrades are transparent to users throughout the system.

v. *Interface with Systems already in use*

If requested, the CVAD/SAEK platform will be fully integrated with all software systems currently in use by Iowa labs, police departments, and other entities. As stated above, we believe that EDI access will support the importation of data from most is not all sources. Should this not be the case, automated and/or manual solutions will be put in place. At this writing, we assume that all law enforcement system are constructed in adherence to State of Iowa data, security and SOA requirements.

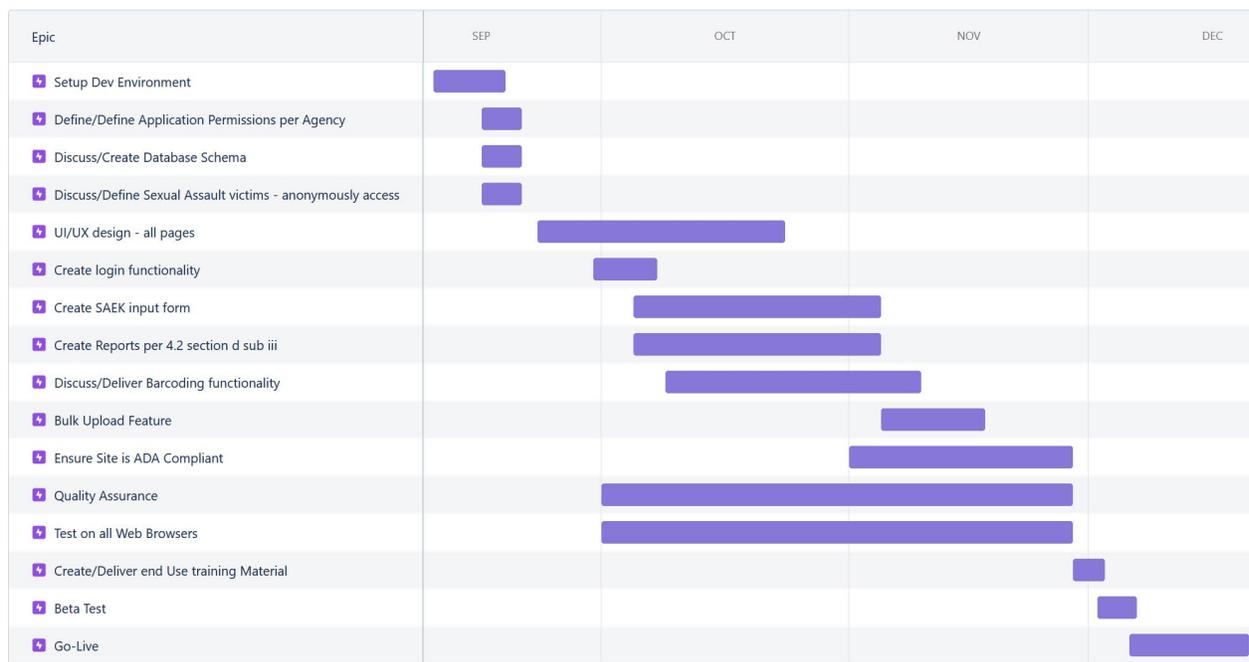
i. *Respondent Timeline with milestones:*

Alpha One Dev team utilizes JIRA as our Agile project timeline, roadmap, milestone tracker. Jira also easily integrates with our UI/UX software InVision for CVAD review, feedback, and approval. Our client engagement practices will be evident throughout the design and development process. The development of a role-based application requires a clear and concise understanding of the client’s business rules and their sound application – confirmed through testing.

*Project Timeline*

Roadmap

Status ▾





*Project Milestones – Testing and Go-Live Dates*

Each project milestone is categorized below; each contains the deliverables for the RFP. During the project CVAD key stakeholders will have full access to view the Alpha One team’s progress. Project items move from the first column named “To Do” to the last column named “Done”. We have a deeply embedded commitment to the Agile Methodology. Work is organized into “Sprints,” testing is a continual feature (we force any issues to the surface immediately) and our Quality Control practices extend into Change Management and the Risk Assessments those changes trigger. Then we test it again. CVAD will enjoy transparency throughout the process from Project start in September through go live, anticipated for mid-December 2019.

CVAD Board - Milestones

At this writing we anticipate the project to begin in mid-September with Design and development progressing with CVAD approval through the end of November when we will have a completed BETA version posted for acceptance testing. Alpha One notes the requirement for weekly meetings for two weeks during this period. We are certain that more will be needed and we will be meeting weekly throughout the project. We expect a Go Live date in mid-December.



## Attachments

### Attachment 1 - Certification Letter

#### **Attachment 1 Certification Letter**

August 1st 2019

Robert Hamill, Issuing Officer  
Iowa Department of Justice, Crime Victim Assistance Division  
Lucas State Office Building  
321 E. 12th Street  
Des Moines, Iowa 50319  
robert.hamill@ag.iowa.gov

Re: **Sexual Assault Evidence Kit Tracking and Reporting System**  
Request for Proposal  
RFP No. 2020-01  
PROPOSAL CERTIFICATIONS

Dear Mr. Hamill:

I certify that the contents of the Proposal submitted on behalf of Pedro Becker ("Respondent") in response to the Iowa Department's for Request for Proposal Number 2020-01 for a Sexual Assault Evidence Kit Tracking and Reporting System ("RFP") are true and accurate. I also certify that Respondent has not knowingly made any false statements in its Proposal.

#### **Certification of Independence**

I certify that I am a representative of "Respondent" expressly authorized to make the following certifications on behalf of Respondent. By submitting a Proposal in response to the RFP, I certify on behalf of Respondent that:

1. Respondent has developed the Proposal independently, without consultation, communication, or agreement with any employee or consultant to CVAD, or with any person serving as a member of the evaluation committee.

2. Respondent has developed the Proposal independently, without consultation, communication, or agreement with any other contractor or parties for the purpose of restricting competition.
3. Unless otherwise required by law, Respondent has not and will not knowingly disclose, directly or indirectly, information found in the Proposal before CVAD's issuance of the Notice of Intent to Award the contract.
4. Respondent has not attempted to induce any other Respondent to submit or not to submit a Proposal for the purpose restricting competition.
5. No relationship exists or will exist during the contract period between Respondent and CVAD or any other State of Iowa entity that interferes with fair competition or constitutes a conflict of interest.

#### **Certification Regarding Debarment**

6. I certify that, to the best of my knowledge, neither Respondent nor any of its principals: (a) are presently or have been debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by a Federal agency or State agency; (b) have, within a three year period preceding this Proposal, been convicted of, or had a civil judgment rendered against them for: commission of fraud, a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) transaction or contract under a public transaction, violation of antitrust statutes; commission of embezzlement, theft, forgery, falsification or destruction of records, making false statements, or receiving stolen property; (c) are presently indicted for, or criminally or civilly charged by a government entity (federal, state, or local) with the commission of any of the offenses enumerated in (b) of this certification; and (d) have not within a three year period preceding this Proposal had one or more public transactions (federal, state, or local) terminated for cause.

This certification is a material representation of fact upon which CVAD has relied upon when this transaction was entered into. If it is later determined that Contractor knowingly rendered an erroneous certification, in addition to other remedies available, CVAD may pursue available remedies including debarment of the Respondent, or suspension or termination of the contract.

Respondent also acknowledges that CVAD may declare the Respondent's Proposal or resulting contract void if the above certification is false. The Respondent also understands that fraudulent certification may result in CVAD or its representative filing for damages for breach of contract in addition to other remedies available to CVAD.

Sincerely,



Pedro Becker CEO



[Attachment 2 - Authorization to Release Information Letter](#)

**Attachment 2**

**Authorization to Release Information Letter**

August 1st 2019

Robert Hamill, Issuing Officer  
Iowa Department of Justice, Crime Victim Assistance Division  
Lucas State Office Building  
315 E. 12th Street  
Des Moines, Iowa 50319  
robert.hamill@ag.iowa.gov

Re: **Sexual Assault Evidence Kit Tracking and Reporting System**  
RFP No. 2020-01  
AUTHORIZATION TO RELEASE INFORMATION

Dear Mr. Hamill:

Pedro Becker (“Respondent”) hereby authorizes the Iowa Department of Justice, Crime Victim Assistance Division (“CVAD”) or a member of the Evaluation Committee to obtain information regarding its performance on other contracts, agreements or other business arrangements, its business reputation, and any other matter pertinent to evaluation and the selection of a successful Respondent in response to Request for Proposal Number 2020-01 (“RFP”).

Respondent acknowledges that it may not agree with the information and opinions given by such person or entity in response to a reference request. Respondent acknowledges that the information and opinions given by such person or entity may hurt its chances to receive contract awards from the State or may otherwise hurt its reputation or operations. Respondent is willing to take that risk.

Respondent hereby releases, acquits and forever discharges the State of Iowa, CVAD, their officers, directors, employees and agents from all liability whatsoever, including all claims, demands and causes of action of every nature and kind affecting the Respondent that it may have or ever claim to have relating to information, data, opinions, and references obtained by CVAD or the Evaluation Committee in the evaluation and selection of a successful Respondent in response to the RFP.



Respondent authorizes representatives of CVAD and the Evaluation Committee to contact any of the persons, entities, and references that are, directly or indirectly, listed, submitted, or referenced in the Respondent’s Proposal submitted in response to the RFP.

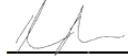
Respondent further authorizes all persons, entities to provide information, data, and opinions about Respondent’s performance under any contract, agreement, or other business arrangement, its ability to perform, business reputation, and any other matter pertinent to the evaluation of the Respondent’s Proposal. Respondent hereby releases, acquits, and forever discharges any such person or entity and their officers, directors, employees and agents from any and all liability whatsoever, including all claims, demands and causes of action of every nature and kind affecting Respondent that it may have or ever claim to have relating to information, data, opinions, and references supplied to CVAD or the Evaluation Committee in the evaluation and selection of a successful respondent in response to the RFP.

A photocopy or facsimile of this signed Authorization is as valid as an original.

Sincerely,

Pedro Becker

[Printed Name of Respondent Organization]



[Name and Title of Authorized Representative]

August 1st, 2019

Date

## Attachment 3 – Form 22 – Request for Confidentiality

**Attachment #3**  
**Form 22 – Request for Confidentiality**  
**SUBMISSION OF THIS FORM 22 IS REQUIRED**

***THIS FORM 22 (FORM) MUST BE COMPLETED AND INCLUDED WITH YOUR PROPOSAL. THIS FORM 22 IS REQUIRED WHETHER THE PROPOSAL DOES OR DOES NOT CONTAIN INFORMATION FOR WHICH CONFIDENTIAL TREATMENT WILL BE REQUESTED. FAILURE TO SUBMIT A COMPLETED FORM 22 WILL RESULT IN THE PROPOSAL TO BE CONSIDERED NON-RESPONSIVE AND ELIMINATED FROM EVALUATION. COMPLETE PART 1 OF THIS FORM 22 IF PROPOSAL DOES NOT CONTAIN CONFIDENTIAL INFORMATION. COMPLETE PART 2 OF THIS FORM 22 IF PROPOSAL DOES CONTAIN CONFIDENTIAL INFORMATION.***

**1. Confidential Treatment Is Not Requested**

A Respondent not requesting confidential treatment of information contained in its Proposal shall complete Part 1 of Form 22 and submit a signed Form 22 Part 1 with the Proposal.

**2. Confidential Treatment of Information is Requested**

A Respondent requesting confidential treatment of specific information shall: (1) fully complete and sign Part 2 of Form 22, (2) conspicuously mark the outside of its Proposal as containing confidential information, (3) mark each page upon which the Respondent believes confidential information appears and **CLEARLY IDENTIFY EACH ITEM** for which confidential treatment is requested; **MARKING A PAGE IN THE PAGE MARGIN IS NOT SUFFICIENT IDENTIFICATION**, and (4) submit a “Public Copy” from which the confidential information has been excised.

Form 22 will not be considered fully complete unless, for each confidentiality request, the Respondent: (1) enumerates the specific grounds in Iowa Code Chapter 22 or other applicable law that supports treatment of the information as confidential, (2) justifies why the information should be maintained in confidence, (3) explains why disclosure of the information would not be in the best interest of the public, and (4) sets forth the name, address, telephone, and e-mail for the person authorized by Respondent to respond to inquiries by the CVAD concerning the confidential status of such information.

The Public Copy from which confidential information has been excised is in addition to the number of copies requested in Section 3 of this RFP. The confidential information must be excised in such a way as to allow the public to determine the general nature of the information removed and to retain as much of the Proposal as possible.

Failure to request information be treated as confidential as specified herein shall relieve CVAD and State personnel from any responsibility for maintaining the information in confidence. Respondents may not request confidential treatment with respect to pricing information and transmittal letters. A Respondent’s request for confidentiality that does not comply with this form or a Respondent’s request for confidentiality on information or material that cannot be held in confidence as set forth herein are grounds for rejecting Respondent’s Proposal as non-responsive. Requests to maintain an entire Proposal as confidential will be rejected as non-responsive.

If CVAD receives a request for information that Respondent has marked as confidential and if a judicial or administrative proceeding is initiated to compel the release of such information, Respondent shall, at its sole expense, appear in such action and defend its request for confidentiality. If Respondent fails to do so, CVAD may release the information or material with or without providing advance notice to Respondent and with or without affording Respondent the opportunity to obtain an order restraining its release from a court possessing competent jurisdiction. Additionally, if Respondent fails to comply with the request process set forth herein, if Respondent’s request for confidentiality is unreasonable, or if Respondent rescinds its request for confidential treatment, CVAD may release such information or material with or without providing advance notice to Respondent and with or without affording Respondent the opportunity to obtain an order restraining its release from a court possessing competent jurisdiction.



**Part 1 – No Confidential Information Provided**

**Confidential Treatment Is Not Requested**

Respondent acknowledges that proposal response contains no confidential, secret, privileged, or proprietary information. There is no request for confidential treatment of information contained in this proposal response.

This Form must be signed by the individual who signed the Respondent’s Proposal. The Respondent shall place this Form completed and signed in its Proposal.

- **Fill in and sign the following if you have provided no confidential information. If signing this Part 1, do not complete Part 2.**

Alpha One Dev LLC \_\_\_\_\_

Company

 \_\_\_\_\_

Signature (required)

Pedro Becker

2020-01 \_\_\_\_\_

RFP Number

CEO \_\_\_\_\_

Title

Sexual Assault Evidence  
Kit Tracking and Reporting System

RFP Title

August 1st, 2019 \_\_\_\_\_

Date



Attachment 4 – Cost Proposal  
Submitted separately as instructed.

## Attachment 5 - SDVOSB Verification

DEPARTMENT OF VETERANS AFFAIRS  
Center for Verification and Evaluation  
Washington DC 204206/28/2019  
In Reply Refer To: 00VEMr. Pedro J. Becker  
Alpha One Dev LLC  
DUNS: 023439232  
7318 Bella Garden  
San Antonio, TX 78256-2129

Dear Mr. Becker:

On behalf of the U.S. Department of Veterans Affairs (VA), Center for Verification and Evaluation (CVE), I am writing to inform you that Alpha One Dev LLC has been verified as a Service-Disabled Veteran-Owned Small Business (SDVOSB) and added to the Vendor Information Pages (VIP) at <https://www.vip.vetbiz.gov/>. Alpha One Dev LLC will be eligible to participate in Veterans First Contracting Program opportunities with VA.

**This verification is valid for three (3) years from the date of this letter.**

Please retain a copy of this letter to confirm Alpha One Dev LLC's continued program eligibility in accordance with 38 Code of Federal Regulations (CFR) § 74.12. You may reapply 120 days prior to your expiration date by logging in to your VIP profile.

To promote Alpha One Dev LLC's verified status, you may use the following link to download the logo for use on marketing materials and business cards: [https://www.vetbiz.gov/cve\\_completed\\_s.jpg](https://www.vetbiz.gov/cve_completed_s.jpg). In addition, please access the following link for information on the next steps and opportunities for verified businesses: <http://www.va.gov/osdbu/verification/whatsNext.asp>.

To ensure that Alpha One Dev LLC is correctly listed in the Vendor Information Pages, check Alpha One Dev LLC's profile for the verified logo. Please notify us if the logo is not present within 72 hours of receipt of this letter.

While CVE has confirmed that Alpha One Dev LLC is presently, as of the issuance of this notice, in compliance with the regulation, Alpha One Dev LLC must inform CVE of any changes or other circumstances that would adversely affect its eligibility. Eligibility changes not reported to CVE within 30 days could result in a referral to the Office of Inspector General (OIG), a referral to the Debarment and Suspension Committee, and the initiation of cancellation proceedings—all of which could result in Alpha One Dev LLC being removed from the VIP Verification Program.

*"World Class Professionals  
Enabling Veteran Business Opportunities by Protecting the Veteran Advantage - One Vet at a Time"*

Page 2  
Mr. Pedro J. Becker

Please be advised all verified businesses may be required to participate in one or more post-verification audits at CVE's discretion. Additionally, this letter and other information pertaining to Alpha One Dev LLC's verification application may be subject to Freedom of Information Act (FOIA) requests. However, FOIA disclosures include exceptions regarding the personal privacy of individuals, and VA policy similarly provides limitations on the release of individual records.

If Alpha One Dev LLC receives a negative size determination from the U.S. Small Business Administration (SBA), CVE must act in accordance with 38 CFR § 74.2(e). Also note, if at any time Alpha One Dev LLC discovers that it fails to meet the size standards for any NAICS Code(s) listed on its VIP profile, CVE requires such NAICS Code(s) be removed within five (5) business days. If the NAICS Code(s) are not removed within the allotted five (5) business days, CVE may request SBA conduct a formal size determination. In addition, CVE may initiate a referral to OIG, a referral to the Debarment and Suspension Committee, and pursue cancellation proceedings. All of the aforementioned referrals and procedures could result in Alpha One Dev LLC being removed from the VIP Verification Program.

Thank you for your service to our country and for continuing to serve America through small business ownership.

Sincerely,



Thomas McGrath  
Director  
Center for Verification and Evaluation