



FOUNDATION

P.O. Box 32159
Newark, NJ 07102Tel: 973-642-2086
Fax: 973-642-6523info@aclu-nj.org
www.aclu-nj.orgCITY OF ATLANTIC CITY
CITY CLERK'S OFFICE
2012 JUL 30 PM 3:07Frank Corrado
PresidentDeborah Jacobs
Executive DirectorEdward Barocas
Legal Director

BY MAIL & FACSIMILE (609) 347-6408

July 30, 2012

Rhonda Williams
1301 Bacharach Boulevard
Atlantic City, NJ 08401

Dear Ms. Williams:

This letter requests government records pursuant to the Open Public Records Act, N.J.S.A. 47:1A-1 et seq. ("OPRA"), and the common law right of access to public documents, S. Jersey Publ'g Co. v. New Jersey Exp'way Auth., 124 N.J. 478, 487-89 (1991). It satisfies all statutory requirements for a written OPRA request, as I am not required to fill out an official form. Renna v. Cty. of Union, 407 N.J. Super. 230 (App. Div. 2009).

My request seeks records pertaining to all forms of Automatic License Plate Recognition (ALPR) technology, which also may be referred to as Automatic License Plate Readers, or as Automatic Vehicle Identification, Number Plate Recognition, or Car Plate Recognition software, hardware, equipment, units, or systems.

Please provide *electronic* copies of the following records made, maintained, kept on file, or received by your agency from January 1, 2006, to the present:

1. All policies, procedures, and other general guidelines for procuring and using ALPR technology, and for storing, accessing and sharing data scanned with ALPR technology;
2. With respect to *procurement* of ALPR technology, all:
 - a. Records detailing the sources of funds that have been or will be expended for this purpose, including but not limited to grant award letters and budget documents;
 - b. Invoices for purchases completed or in process;
 - c. Official government approvals of purchases completed or in process;
 - d. Fact sheets and other materials describing the products of vendors, suppliers and prospective suppliers;
3. With respect to *use* of ALPR technology, records detailing:
 - a. All types of data scanned, recorded, or otherwise captured;
 - b. The number of license plates scanned per day, week, month and year, and the average numbers for each period;
 - c. The number of units or systems acquired;

ALPR Records Request
July 30, 2012
Page 2 of 66

- d. The number of vehicles equipped with such units or systems;
 - e. The number and physical locations of stationary units or systems;
 - f. All technical capabilities and specifications of each type of unit or system used;
4. With respect to *storage of data* scanned with ALPR technology, records detailing:
- a. All types of data stored for any period longer than one hour;
 - b. The length of time that each type of data is stored;
 - c. The number of individual license plate scans currently stored by your agency;
 - d. The length of time after which data *may* be discarded;
 - e. The length of time after which data *must* be discarded;
5. With respect to *accessing* ALPR data, records detailing:
- a. All purposes for which the data *may* be accessed;
 - b. All purposes for which the data *cannot* be accessed;
 - c. Who may access the data, what legal justification is required to obtain access, what procedures must be followed, and who must authorize access;
 - d. All systems or methods used to record who accesses the data, and under what circumstances;
6. With respect to *sharing* ALPR data, records detailing:
- a. All types of data shared by and with your agency;
 - b. All public or private individuals or entities that have access to your agency's ALPR data, the procedures they must follow to gain such access, and the restrictions placed on them with respect to further sharing of data, including but not limited to sharing agreements and other documents identifying the databases to which your agency supplies data;
 - c. All public or private individuals or entities that provide your agency with access to ALPR data, the procedures your agency must follow to gain such access, and the restrictions placed on your agency with respect to further sharing of data, including but not limited to sharing agreements and other documents identifying the databases from which your agency receives data;
7. All training materials used to instruct members of your agency in ALPR technology use, data management, or operation of automated records systems containing ALPR data to which any member of your agency has access, including regional or shared databases.

If you determine that any portions of the requested materials are exempt from disclosure, please redact only that which you believe is exempt and provide the remaining, non-exempt portions. Also, please send me a letter detailing the specific exemption(s) on which each deletion relies. If the cost of copies for this request does not exceed \$50, you may proceed without further

ALPR Records Request
July 30, 2012
Page 3 of 66

approval and send me an invoice with the records. Otherwise, please advise me of the cost before filling the request so that we can discuss arrangements.

Thank you for your prompt attention to this matter. Please furnish all responsive documents to the undersigned at the address listed above. If you have any questions, you may contact me at 973-854-1713 or tmacleod@aclu-nj.org.

Sincerely,


Thomas W. MacLeod
Open Governance Attorney



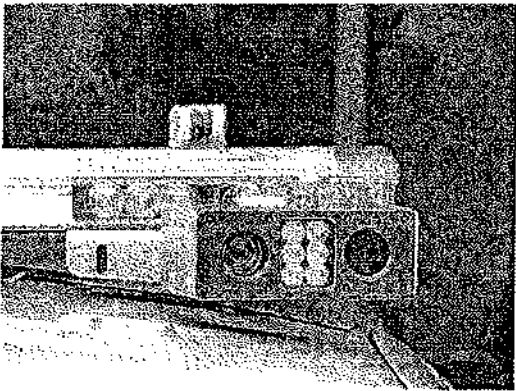
Products
Mobile, Transportable and Fixed ALPR
Effective July, 2009

MOBILE

FULL CAR CONFIGURATIONS

All the following include the PlateScan Back Office, a comprehensive back office software system with extensive data mining and mapping capability, multi jurisdiction and multi vehicle linkage options, installed on a department supplied server.

All full car configuration costs quoted assume that the system will be networked to an existing, compatible in-car computer or MDT with a display or touch-screen mounted in the front of the vehicle.

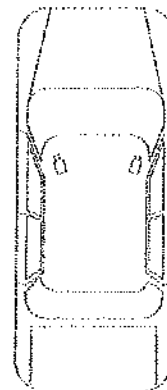


SYSTEM: SYS-A-2-R

(2 external infrared "dual" cameras with color overview)

System contains:

- PlateScan PSC-CPU1 trunk-mounted processor unit with PlateScan ALPR software preinstalled,
- 2 PSC-7 external infrared dual cameras mounted on a "standard" light-bar, and
- full installation kit including all cables and necessary components for mounting the cameras and processor unit

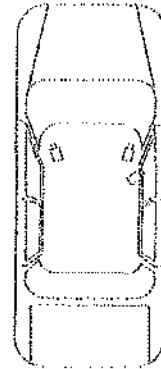


SYSTEM: SYS-B-3-R

(3 external infrared "dual" cameras with color overview)

System contains:

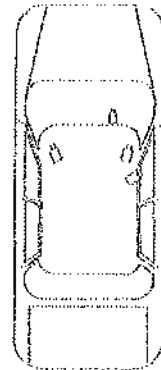
- PlateScan PSC-CPU1 trunk-mounted processor unit with PlateScan ALPR software preinstalled
- 3 PSC-7 external infrared dual cameras mounted on a "standard" light-bar, and
- full installation kit including all cables and necessary components for mounting the cameras and processor unit

**SYSTEM SYS-C-3+1-CR**

(3 external infrared "dual" cameras with color overview and 1 internal color recognition camera)

System contains:

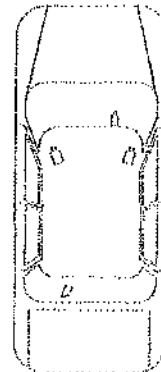
- PlateScan PSC-CPU1 trunk mounted processor unit with PlateScan ALPR software preinstalled
- 3 PSC-7 external infrared dual cameras mounted on a "standard" light-bar
- 1 PSC-C2 internal color recognition camera and
- full installation kit including all cables and necessary components for mounting the cameras and processor unit

**SYSTEM SYS-D-2+2-CR**

(2 external infrared "dual" cameras with color overview and 2 internal color recognition cameras)

System contains:

- PlateScan PSC-CPU1 trunk mounted processor unit with PlateScan ALPR software preinstalled
- 2 PSC-7 external infrared dual cameras mounted on a "standard" light-bar
- 2 PSC-C2 internal color recognition cameras and
- full installation kit including all cables and necessary components for mounting the cameras and processor unit

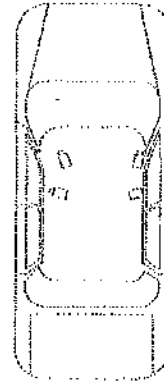


SYSTEM SYS-E-4-R

(4 external infrared "dual" cameras with color overview)

System contains:

- PlateScan PSC-CPU1 trunk mounted processor unit with PlateScan ALPR software preinstalled
- 4 PSC-7 external infrared dual cameras mounted on a "standard" light-bar
- full installation kit including all cables and necessary components for mounting the cameras and processor unit

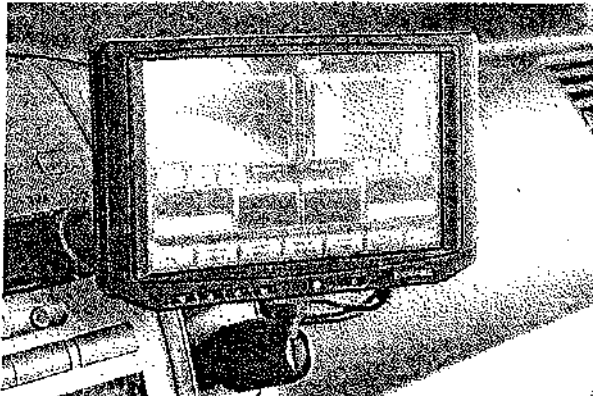


Software maintenance, upgrades and hardware maintenance

Beyond the first free year, these are available at an annual rate of 13.5% of the initial contract system price (excluding training costs).

Touch screen and keyboard

Should a vehicle not have an available display in the front of the vehicle, PlateScan can provide a touch screen and keyboard.



MDT CONFIGURATIONS



SYSTEM: SYS-MDT-1-C

(1 internal color camera connected to a compatible MDT)

System contains:

- PlateScan ALPR software installed on existing MDT
- Color camera (PSC-C2)
- Frame grabber
- Camera mount

SYSTEM: SYS-MDT-2-C

(2 internal color camera connected to a compatible MDT)

System contains:

- PlateScan ALPR software installed on existing MDT
- 2 color cameras (PSC-C2)
- 2 frame grabbers
- Camera mounts

PlateScan Back Office (PS-DAM)

A comprehensive back office software system with extensive data mining and mapping capability, multi jurisdiction and multi vehicle linkage options, installed on a department supplied server.

Options:

Touch screen and keyboard

With full vehicle configurations, should a vehicle not have an available display in the front of the vehicle, PlateScan can provide a touch screen and keyboard.

Software maintenance, upgrades and hardware maintenance

All systems (hardware and software) are warranted for one year.

Full car configurations and MDT configurations:

Beyond the first free year, these are available at an annual rate of 13.5% of the initial contract system price (excluding training costs).

TRUNK-PC COLOR CONFIGURATIONS

All the following include the PlateScan Back Office, a comprehensive back office software system with extensive data mining and mapping capability, multi jurisdiction and multi vehicle linkage options, installed on a department supplied server.

All configuration costs quoted assume that the system will be networked to an existing, compatible in-car computer or MDT with a display or touch-screen mounted in the front of the vehicle.

SYSTEM: SYS-T-1-C

(1 color camera connected to a recognition computer mounted in vehicle trunk)

System contains:

- PlateScan PSC-CPU1 trunk mounted processor unit with PlateScan ALPR software preinstalled
- 1 PSC-C2 color recognition camera
- full installation kit including all cables and necessary components for mounting the cameras and processor unit

SYSTEM: SYS-T-2-C

(2 color cameras connected to a recognition computer mounted in vehicle trunk)

System contains:

- PlateScan PSC-CPU1 trunk mounted processor unit with PlateScan ALPR software preinstalled
- 2 PSC-C2 color recognition cameras
- full installation kit including all cables and necessary components for mounting the cameras and processor unit

SYSTEM: SYS-T-3-C

(3 color cameras connected to a recognition computer mounted in vehicle trunk)

System contains:

- PlateScan PSC-CPU1 trunk mounted processor unit with PlateScan ALPR software preinstalled
- 3 PSC-C2 color recognition cameras
- full installation kit including all cables and necessary components for mounting the cameras and processor unit

SYSTEM: SYS-T-4-C

(4 color cameras connected to a recognition computer mounted in vehicle trunk)

System contains:

- PlateScan PSC-CPU1 trunk mounted processor unit with PlateScan ALPR software preinstalled
- 4 PSC-C2 color recognition cameras
- full Installation kit including all cables and necessary components for mounting the cameras and processor unit

PlateScan Back Office (PS-DAM)

A comprehensive back office software system with extensive data mining and mapping capability, multi jurisdiction and multi vehicle linkage options, installed on a department supplied server.

Options:

Touch screen and keyboard

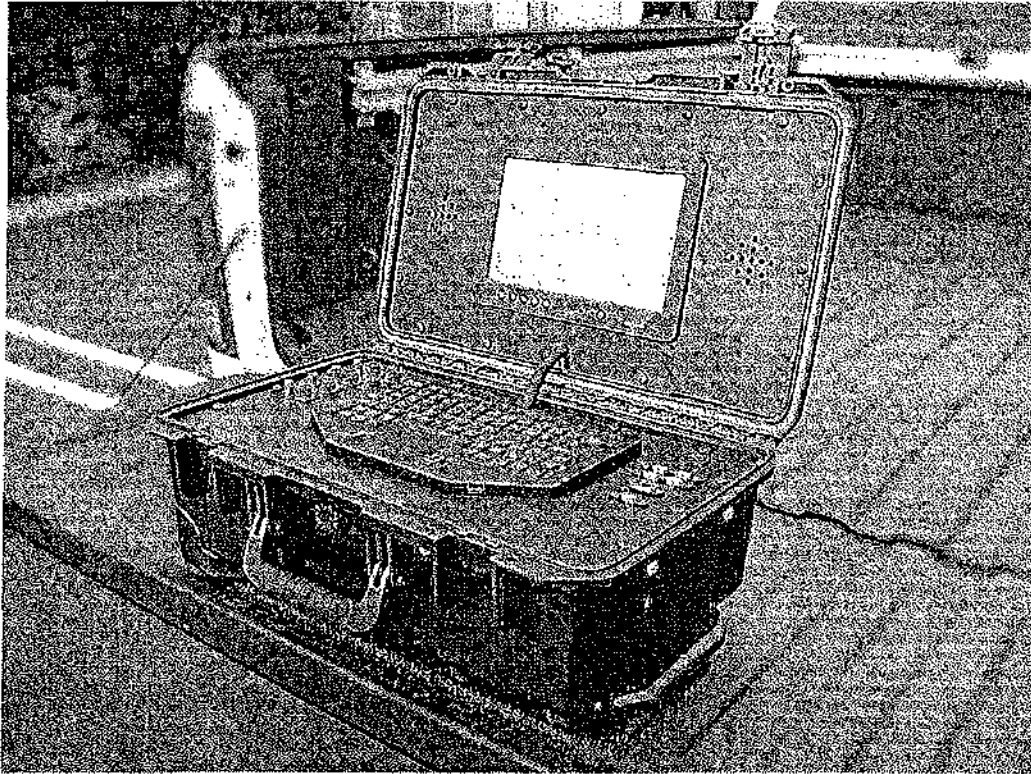
With full vehicle configurations, should a vehicle not have an available display in the front of the vehicle, PlateScan can provide a touch screen and keyboard.

Software maintenance, upgrades and hardware maintenance

All systems (hardware and software) are warranted for one year.

Beyond the first free year, these are available at an annual rate of 13.5% of the initial contract system price (excluding training costs).

TRANSPORTABLE CONFIGURATIONS



PlateScan's portable automatic license plate system offers its users the power of a fully configured in-vehicle system with the flexibility to be easily moved from place-to-place and vehicle-to-vehicle. It can run from one to four cameras simultaneously, including any combination of infrared and color cameras.

The system consists of two ruggedized cases. One contains the recognition computer, keyboard, monitor and connections for attaching cameras, memory sticks and GPS devices. The other contains cameras, cables, mounts and other supporting equipment.

This portable system can operate directly from a 12v DC source, such as a pair of cigarette lighters, or from 110v AC, connected to the system via a standard power converter. It can be set up and dismantled quickly, enabling the users to respond to tactical changes any situation requires.

Once powered up, the system initializes with the click of one button and will be reading plates within one minute. Any number of databases of "vehicles of interest" can be loaded into the system either wirelessly or manually via memory stick. If the system is connected wirelessly to a central server, matches to license plates listed in those databases can be automatically transmitted, enabling the agency to act on them accordingly.

All plate reads can also be stored in the portable system for later use or batched and transmitted back to a central server on a regular schedule so that data analysts and other

interested users can make use of the information quickly. This information can be automatically entered into PlateScan's powerful back office data management system, PlateScan Connect.

When the operation is completed, a single click of the same button automatically shuts the system down safely and turns the power off.

All the following include PlateScan Connect, a comprehensive back office software system with extensive data mining and mapping capability, multi-jurisdiction and multi-vehicle linkage options, installed on a department supplied server.

SYSTEM: SYS-AP-2-R

(2 external infrared "dual" cameras with color overview)

SYSTEM SYS-DP-2+2-CR

(2 external infrared "dual" cameras with color overview and 2 internal color recognition cameras)

SYSTEM SYS-EP-2+1-CR

(2 external infrared "dual" cameras with color overview and 1 internal color recognition camera)

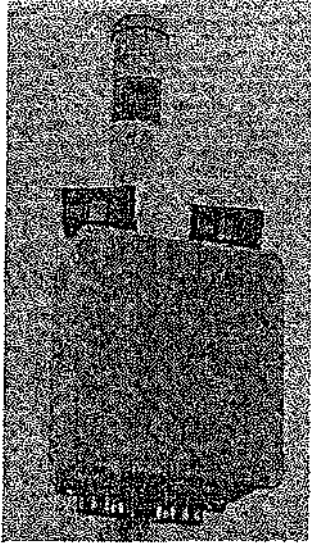
SYSTEM SYS-FP-2-C

(2 internal color recognition cameras)

Software maintenance, upgrades and hardware maintenance

Beyond the first free year, these are available at an annual rate of 13.5% of the initial contract system price (excluding training costs).

FIXED CONFIGURATIONS



PlateScan's fixed position automatic license plate system can run one or two cameras capable of covering one or two traffic lanes, respectively.

The system consists of a ruggedized, NEMA-approved enclosure containing the recognition computer, power management equipment, keyboard, monitor and connections for attaching cameras cables, mounts, wireless communication hardware and software, if necessary, and other supporting equipment. Either one or two "dual" PSC-R7 cameras, depending on the order, are also included.

This system operates directly from 110v AC. It will continuously read plates recording each read and alerting designated recipients of database matches. Date, time and camera location will be "stamped" on each plate recognition event.

Any number of databases of "vehicles of interest" can be loaded into the system automatically. If the system is connected wirelessly or by phone connection to a central server, matches to license plates listed in those databases can be automatically transmitted, enabling the agency to act on them accordingly.

All plate reads can also be stored in the system for later use or batched and transmitted back to a central server on a regular schedule so that data analysts and other interested users can make use of the information quickly. This information can be automatically entered into PlateScan's powerful back office data management system, PlateScan Connect.

Each the following include PlateScan Connect, a comprehensive back office software system with extensive data mining and mapping capability, multi-jurisdiction and multi-vehicle linkage options, installed on a department supplied server.

SYSTEM: SYS-F-1-R

(1 external infrared "dual" cameras with color overview)

SYSTEM SYS-F-2-R

(2 external infrared "dual" cameras with color overview)

Software maintenance, upgrades and hardware maintenance

All systems (hardware and software) are warranted for one year.

Beyond the first free year, these are available at an annual rate of 13.5% of the initial contract system price (excluding training costs).



20101 SW Birch Street, Suite 250, Newport Beach, CA 92660, (949) 851-1600, www.platescan.com



Mobile Deployment Planner

Version 2.0

November 1, 2009



20101 SW Birch Street, Suite 250,
Tel: (949) 851-1600 Fax: (949) 851-1930 www.platescan.com

Copyright © 2009 All Rights Reserved

PlateScan Mobile Deployment Planner

Agency Information	
Agency	Atlantic City Police Department
Address	2715 Atlantic Ave
	Atlantic City, N.J. 08401

Primary Contact	
Name	Lt. Chris Kammerman
Phone #	609-343-3771
Email	ckammerman@acpolice.org

Information Services	
Name	Sgt. Sean Scanlon
Phone #	609-347-5820
Email	sscanlon@acpolice.org

Vehicle Services	
Name	Sgt. William Bell
Phone #	609-343-3716
Email	wbell@acpolice.org

Shipping Address	
☒ Check this box if shipping address is the same as above. If not, please enter shipping information below.	
Attention	Lt. Chris Kammerman
Agency	Atlantic City Police Department
Phone #	609-343-3771
Address	
Special Instructions	



PlateScan Mobile Deployment Planner

Purpose

While filling out this document, please understand that nearly all departments and agencies have their own unique way of outfitting vehicles with lightbars, computers, radios, wiring, etc. By answering the following questions and taking detailed photos of key areas, you are helping us to prepare for any conflicts or obstructions that could possibly affect our installation. Doing so will allow us to finish the install in an efficient and timely manner. If you have any questions, please do not hesitate to contact PlateScan at any time.

-Fill out this document for each vehicle unless told otherwise. We use this to keep track of systems and information.

-Questions? Contact PlateScan support at: (949) 851-1600 x23 or email us at support@platescan.com

-When completed, please email this document and vehicle photos to: support@platescan.com

Work Outline

PlateScan's ALPR technology consists of cameras and computers designed for license plate recognition in a mobile environment.

PlateScan requires the use of an externally mounted lightbar to mount infrared cameras. If you do not have a lightbar, we recommend the Whelen VP Aluminum Crossbar as a safe and secure mounting solution. Mounting external cameras may block a small portion of the lightbar.

Installation Requirements

- 12VDC power, ground, and 12VDC ignition source
- Cameras will attach to the lightbar with the help of special mounting hardware
- Holes may be drilled for camera and GPS wiring
- Available space is absolutely necessary for the PlateScan PC and power distribution board in trunk area.
- Removal or relocation of spare tire may be required if space is insufficient for PlateScan equipment



Please check this box acknowledging the above requirements will be available upon date of PlateScan installation.

Installation Facility

- Vehicle service bay, garage, or covered area which can be locked securely at night when vehicle is not being worked on.
- Work area access, restroom facilities, and electrical outlets
- Technical / IT staff member to coordinate software installation on MDC (ability to login the Laptop/MDC to make changes and install software)
- Fleet manager / vehicle supervisor to sign off on installation & equipment positioning
- Available person authorized to drive vehicle for Installers for camera alignment and testing



Please check this box acknowledging the above facility requirements will be available upon date of PlateScan installation.

Please indicate time Installers are allowed to work: 5 : 00 AM to 8 : 00 PM ☐ 24hrs ☐ Weekends

Additional time details:

Installation Facility Address	
Installation location will be the same as: ☐ Agency ☐ Shipping	
If not, please fill enter shipping information below.	
Address	Municipal Garage 1100 Albany Ave Atlantic City, N.J. 08401



PlateScan Mobile Deployment Planner

PlateScan Mobile Deployment Planner

Vehicle Details

I. What vehicle will receive the PlateScan ALPR system? 2007 Dodge Charger

a. If other, please specify:

b. Current mileage: 20,500

II. Vehicle #: A-24

III. Lightbar: Make: Radian

Model: S-2

Question:	YES	NO
Does the vehicle have 12VDC power access (from battery) in the trunk/cargo area?	☒	☐
Does the vehicle have a central partition cage/barrier installed to isolate the rear seat?	☒	☐
Is there a sliding shelf in the trunk?	☐	☒
Is there a Digital Video / Camera system installed in the vehicle?	☐	☒

Hotlist Information

PlateScan is able to assist in with software for automated hotlist downloads in California, Texas, or New Jersey.

-You will need to gain clearance through your providing agency hotlists before we can assist with software automation.

-If you are *not* in California, Texas, or New Jersey, you will need to provide where and how you will be receiving your hotlist updates as well as a sample to verify it is compatible with PlateScan.

-If you *are* in California, Texas, or New Jersey, and you plan to use additional hotlists other than what the State/PlateScan provides, you will need to provide where and how you will be receiving your hotlist updates as well as a sample to verify it is compatible with PlateScan.



Please check this box acknowledging you understand the above hotlist information and requirements.

Pictures of Vehicle

Pictures must be of the actual vehicle receiving PlateScan's ALPR system.

Please provide pictures of the following:

- Rear view of the vehicle with the trunk open.
- Close up of the components in the trunk. (If the vehicle is equipped with a sliding tray, please pull the tray out, exposing the entire layout)
- Open space in trunk where unit will be installed
- Any accessories located on or around the rear view mirror, such as: review mirror LED flashers, cameras, etc.
- Any equipment installed on the rear deck / parcel shelf, such as: rear deck flashers, cameras, radar, etc.
- Front cabin with MDC and radio equipment.

Sample images are included at the end of this document. Images should be attached in an email and sent to: support@platescan.com.



PlateScan Mobile Deployment Planner

Connectivity

PlateScan can be installed in two different configurations: 1) Connected directly with vehicle's existing MDC and displays information on-screen. 2) Use of external touch-screen and connect directly to the PlateScan ALPR computer (optional purchase through PlateScan).

PlateScan will use a CAT6 cross-over cable and change the MDC's local LAN adapter with a static IP of: 192.168.123.20/255.255.255.0. This will create a direct closed network between the PlateScan PC and the MDC.

Static LAN IP's

Client MDC: 192.168.123.20/255.255.255.0

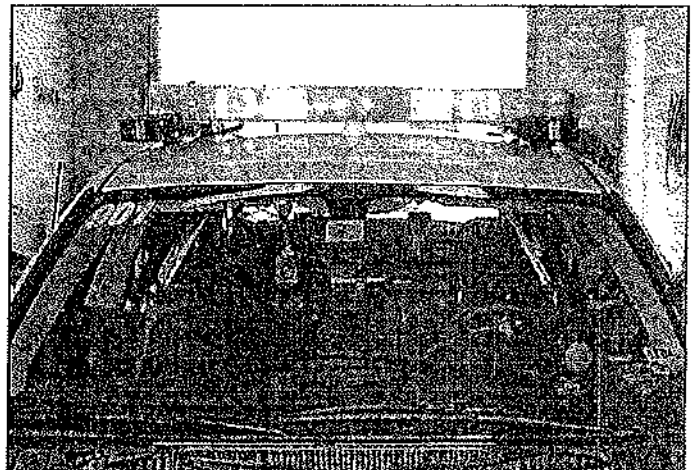
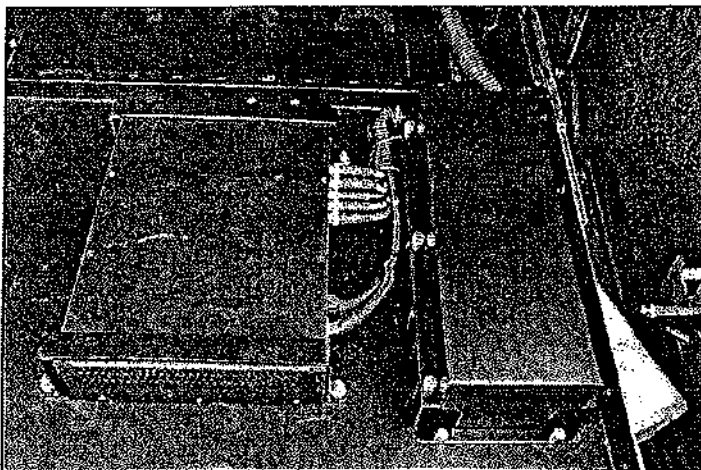
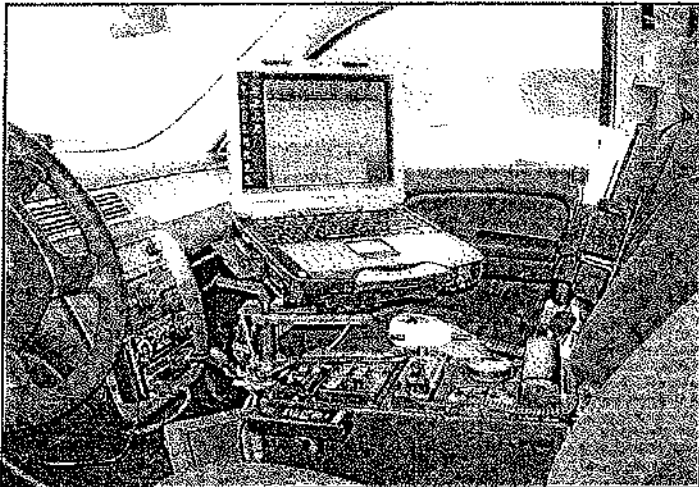
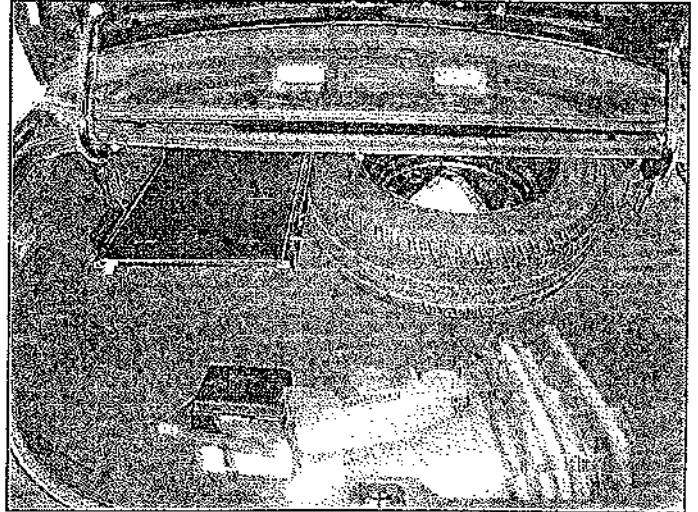
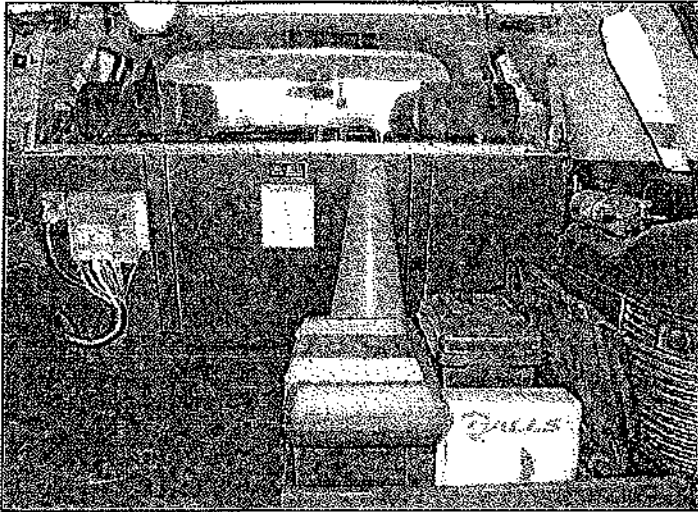
PlateScan PC: 192.168.123.50/255.255.255.0

To ensure compatibility for PlateScan's ALPR system to integrate with your existing MDC, please provide the following technical information:

Question:	YES	NO
Is there an MDC installed in the vehicle?	☐	☒
Are the MDC's installed in, and dedicated to the vehicle? (Check NO if assigned to personnel)	☐	☒
Do you have an existing wireless infrastructure? If yes...	☐	☒
Are you able to move information from the MDC to a centralized server?	☐	
Which technology you are utilizing? (802.11, HSPA AirCard, etc.)	N/A	

MDC Details	
Computer Make and Model	
Operating System (98,2000,2003,XP,Vista,Win7)	
CPU Model and Speed	
Available HDD Space	
Memory Size	
# of Available Ethernet Ports	
# of Available USB Ports	
Peripherals Attached to MDC	
Network Restriction Software (NetMotion,AirFortress,Firewalls,DeepFreeze,etc)	
Software Currently Installed	

Additional Information
Please add any addition details or concerns you may have.



**NEW JERSEY CRIMINAL JUSTICE INFORMATION SYSTEM
(NJCJIS)
INSTRUCTIONS FOR LICENSE PLATE READER (LPR) APPLICATION**

APPLICATION

The application must be completed by the Agency Head and returned to the Identification and Information Technology Section Supervisor, New Jersey State Police, PO Box 7068, West Trenton, New Jersey 08628-0068 ATTN: CJIS Control Unit.

USER AGREEMENT

The Agency Head must sign two copies of the NJCJIS User Agreement, dated 02-05-09, under "Criminal Justice Agency" and return both copies to the CJIS Control Unit. Upon approval, both copies will be signed by the Superintendent of the State Police and Director of the Office of Information Technology. One copy will be returned to the applicant and one copy will remain on file with the CJIS Control Unit.

ADDITIONAL INFORMATION

Prior to utilizing LPRs, the User shall ensure that all of the above requirements have been met. After satisfying all of the requirements, the CJIS Control Unit will provide the User with extracts from three National Crime Information Center (NCIC) Files: Stolen Vehicles, Stolen License Plates, and Wanted Persons (associated with vehicles). In addition, an extract of the NJ Motor Vehicle Commission (MVC) database will be provided. The MVC information will include NJ registrations that have been suspended or expired within the last three years.

The User shall be responsible for LPR system security and unauthorized use, i.e., LPR log-on security, password protection, and physical security to prevent theft or unauthorized access.

Use of the NCIC and MVC extracts are for law enforcement purposes only.

The User shall update its local database as updates from the CJIS Control Unit become available, ensuring that information deleted from the NCIC and MVC systems are also deleted from all local databases.

Extract hits shall be confirmed in accordance with the NJCJIS hit confirmation policy.

Questions regarding any of the above information should be directed to the CJIS Control Unit, (609) 882-2000 Ext. 2294.



**ATLANTIC COUNTY
OFFICE OF EMERGENCY MANAGEMENT
5033 English Creek Avenue
Egg Harbor Township, NJ 08234
(609) 407-6742
(609) 407-6745 Fax**

EQUIPMENT RECEIPT

As part of the Homeland Security Grant Program, through a signed Memorandum of Understanding, Atlantic City Police Department has received the following equipment in new condition: (Agency)

[illegible]

Received by:
Atlantic City Police Department

Agency
Lt Christian Kammerman
Signature
Lt. Christian Kammerman
Print Name
3/23/10
Date

Issued by:


Signature
Jack Schiffler

Print Name


Date