

APPENDIX I: COVER EMAIL FOR LIST OF OTHER DATA ITEMS

Dear [name]:

Thank you again for helping in our case study research. I also appreciate that you have agreed to facilitate the gathering of the other data items. The list of items is:

- Number of ALPR units
 - Number dedicated to traffic enforcement
 - ALPRs for traffic safety; number of fixed units, number of mobile units
 - Number of non-operational ALPR units
- Statistics on effectiveness in detecting drivers who:
 - Are unlicensed
 - have suspended licenses
 - have revoked licenses
 - have restricted licenses
 - Have inappropriate endorsements
- Initial purchase costs (number of units/ per unit cost)
- Deployment costs
- Maintenance costs
- Training cost (initial and ongoing)
- Numbers of citizen/ community complaints (what percent for traffic safety uses)
- Nature of the complaints
- Written policies or procedures for data capture (specific to traffic safety)
- Written policies or procedures for data analysis and/or use of hot lists or linking with other databases
- Written policies or procedures for data storage and retention

We should have quick telephone discussion at your convenience to ensure that you have a clear understanding of the information we are seeking. You can email me some convenient days/times at [email address], and I will follow-up. Afterward, you can submit the necessary information to me via email.

Cordially,

[name]

[title]

Texas A&M Transportation Institute