



ADDENDUM NO. 2
TO
RFP 2023-03 Supervision Case Management Software (SCMS)

Issued July 13, 2023

Addendum No. 2 contains the answers to all questions received from vendors by June 20, 2023, 5:00 p.m. Mountain Time. Pursuant to Section 2.2.3 of the Instructions to RFP 2023-03 Supervision Case Management Software (SCMS), this Addendum No. 2 amends the RFP as set forth herein.

Acknowledgement of Addendum No. 2

Section 6 of the Instructions to RFP 2023-03 Supervision Case Management Software (SCMS) provides that "the Offeror must acknowledge each addendum with a signature on the acknowledgement form provided with each addendum," and that "[f]ailure to return a signed copy of each addendum acknowledgement form with the Proposal may result in the Proposal being found non-responsive."

Offeror hereby acknowledges Addendum No 2.

Printed Name: _____

Signature: _____

Offeror Name: _____

Date: _____

ATTACHMENT 1 – OFFEROR QUESTIONS

RFP 2023-03 Supervision Case Management Software (SCMS)

Instructions:

DO NOT IDENTIFY YOUR NAME OR YOUR COMPANY’S NAME OR PRODUCT NAMES OF INTELLECTUAL PROPERTY IN YOUR QUESTIONS.

ADD ROWS BY HITTING THE TAB KEY WHILE WITHIN THE TABLE AND WITHIN THE FINAL ROW.

The following instructions must be followed when submitting questions using the question format on the following page.

1. DO NOT CHANGE THE FORMAT. Do not bold your questions or change the color of the font.
2. Enter the RFP section number that the question is for in the “RFP Section” field (column 2). If the question is a general question not related to a specific RFP section, enter “General” in column 2. If the question is in regards to Contract, state the clause number in column 2. If the question is in regard to an attachment, enter the attachment identifier (example “Attachment 1”) in the “RFP Section” (column 2), and the attachment page number in the “RFP page” field (column 3).
3. Do not enter text in the “Response” field (column 5). This is for ISC’s use only.
4. Once completed, this form is to be e-mailed to the RFP Lead at RFP-2023-03@idcourts.net. The e-mail subject line is to state the RFP number followed by “Questions.”

RFP 2023-03 Supervision Case Management Software

Question	RFP Section	RFP Page	Question	Response
1	1.1	2	Please provide a breakdown of the current programs, including a comprehensive list of specialty courts, counties with pretrial services, and counties with probation. If pretrial services or probation are organized by means other than county (e.g., court, district), please specify those as well.	For pretrial and probation, see Schedule 1 to this Attachment 1. For treatment courts, see the information available on our website here: https://isc.idaho.gov/txc/Idaho-Txc-Coordiators-Judges_5-25-23.pdf
2	1.1	2	Will the ISC please provide an approximate breakdown of the ~300 users (e.g. 150 treatment court users, 50 pretrial users, 50 probation users and 50 users that are involved in all three)	We have ~336 unique users today with some overlap in roles (ex: Pretrial Officers are also Probation Officers in some jurisdictions). Pretrial 117, Probation 184, Treatment Court 139 at last count. These numbers are approximate and subject to change.
3	9.6.1.2	22	Will the ISC please elaborate on the specifics of the data	CSV format for conversions is best. Other formats need to be discussed.

Question	RFP Section	RFP Page	Question	Response
			conversion/migration. Please provide as much information as possible – for example, sample data files, list of elements being migrated, formats of such elements, etc. Furthermore, considering the listed activities, should we assume that the ISC will have limited or no technical resources available to assist with the conversion process? If resources/assistance is possible, please explain the activities the ISC can assist with.	ISC will have limited technical resources available to assist with the conversion process. ISC can assist with cleaning, mapping, and testing of conversion.
4	9.1.11	17	Will the ISC please provide more details regarding the potential migration from odyssey to tyler enterprise justice. For example, how likely is this move? What is the timing on when that move will take place and the expected go-live?	We are currently in contract negotiations with Tyler to move our Odyssey on-premises solution to the Tyler Enterprise Justice SaaS solution, with the expectation to implement by the end of our fiscal year – June 30, 2024. This is a preliminary expectation, and is subject to change.
5	9.1.10	17	Is there a MHS software system the ISC has to use/desires an integration with OR is this simply stating a desire to support LSI-R instrument within the proposed system?	ISC would like to support the use of the LSI-R instrument within the proposed system. This is the only MHS product being used currently.
6	3.2	Page 7	What is your file limit for email submissions?	50 MB per email
7	9.1.10	Page 19	Will the State provide a list of all integrations required with existing drug test companies, case planning software and current EM providers?	We do not currently have a required list but would be looking at national drug testing labs and EM monitors. We are not planning on integrations with external case planning software. Case planning is expected to be conducted within the SCMS.
8	9.6.1.2	Page 24	Will the State provide additional information about the ISCs current SCMS database (e.g. how many current records, rows, etc. Need to be converted)?	Supervision, we have 215k cases. Supervision tables is around 2GB Data would be ~50GB
9	9.2.40	Page 21	Will case planning be conducted primarily in the new case management system or will integration with 3 rd party case planning software still be required – related to question 9.1.10.	Case planning is expected to be conducted within the SCMS.

Question	RFP Section	RFP Page	Question	Response
10	9.2.44	Page 21	Are non-court-ordered payments being made in a separate accounting system or will these payments be made in the new case management system?	These payments are currently being made outside the existing SCMS. ISC would like to explore the option of having this functionality within the proposed SCMS.
11	2.3	Page 6	We would like to clarify the instructions as they relate to legal exceptions. Is it your intent to negotiate all legal exceptions during the Q&A phase? If so, in order to comply with that timeline, we've included Attachment 2 - Modification and Exception Form listing the legal exceptions we plan to take along with our questions. Unless instructed otherwise during the Q&A phase, we plan to include Attachment 2 with our proposal submission as well.	As explained in Section 2.3.2 of the RFP Instructions: "In the event that a Proposal contains modifications or exceptions to any RFP requirements, terms, or conditions which are not addressed during the question and answer period, they must be identified and submitted on Attachment 2 – Modification and Exception Form and must contain the same information outlined in Section 2.3.1, above. ISC will not consider any modifications or exceptions that are not identified specifically on Attachment 2."
12	General		As a vendor we make a significant investment in the preparation of the proposal to address the functional and implementation requirements in your RFP. We understand that you may not want to disclose your actual budget, but we request that you consider disclosing a budget range for the initial purchase and the annual costs.	The Idaho Supreme Court will not disclose a budget range.
13	General		Is there a budget allocated for the completion of this initiative?	Yes.
14	General		Can you please provide your internal information as it relates to migration, interfaces and configuration items that were gathered while working with your previous vendor as this will ultimately save the Court money if the vendors can review them?	<p>The current supervision product is integrated into the case management system and does not interface with any other products. When ISC migrated to the current case management system, CSV files were used to migrate data between systems. However, ISC is willing to utilize additional alternative methods to transition data from the current supervision to a new product.</p> <p>Additional information regarding integration between a supervision product and the case management</p>

Question	RFP Section	RFP Page	Question	Response
				system can be found here https://www.tylertech.com/products/enterprise-justice/enterprise-justice-integration-portal under Vendor Access.
15	Other Services Offered - Interfaces	22	Please provide the following information for each required interface: 1. Copy of the Data Dictionary 2. Example files, samples of current file formats 3. Error handling requirements 4. List of mandatory/optional fields 5. Business rules that will need to be enforced by Vendors product 6. Acknowledgement protocols.	Information regarding integration between a supervision product and the case management system can be found here: https://www.tylertech.com/products/enterprise-justice/enterprise-justice-integration-portal under Vendor Access.
16	Scope of Work - Migration	22	Please provide a Data dictionary for each migration source.	A data dictionary will be provided to the Offeror that is awarded the contract.
17	Scope of Work - Migration	22	Will the Court's technical and domain expert staff be made available to help with mapping and loading of migrated data?	Yes
18	Scope of Work - Migration	22	Will the Court's technical and domain expert staff be responsible for data cleansing before and during the migration process?	Yes
19	Scope of Work - Migration	22	Is the Court willing to do extractions of required migrated data into a predefined file format?	Yes
20	Scope of Work - Migration	22	Will the Court provide our team access to the data in our facility, remotely?	No direct access to our system but we will send vendor data.
21	INSTRUCTIONS FOR SUBMISSION OF PROPOSAL	7	3.2.4 states: It is the Vendor's responsibility to ensure that its Proposal is electronically submitted to RFP-2023-03@idcourts.net Question: Since the RFP is submitted electronically, will you be providing confirmation of receipt when the items are submitted?	The Idaho Supreme Court will provide confirmation of receipt.

Question	RFP Section	RFP Page	Question	Response
22	1.1	2	Of Idaho's 44 Counties, are there a total of 70 Problem-solving Courts as listed on ISC.idaho.gov in Idaho as part of this RFP?	For treatment courts, see the information available on our website here: https://isc.idaho.gov/txc/Idaho-Txc-Coordination-Judges_5-25-23.pdf
23	9.1.11	19	Are there Interface Specifications for Tyler Odyssey Supervision	Information regarding integration between a supervision product and the case management system can be found here: https://www.tylertech.com/products/enterprise-justice/enterprise-justice-integration-portal under Vendor Access.

Schedule 1 to Attachment 1

QUESTION 1. Note: Highlights denote counties where probation and pretrial services are provided by the same organization.

County	Probation	Pretrial
Ada	Yes (does not use court system)	Yes (does not use court system)
Adams	Yes	No
Bannock	Yes	Yes
Bear Lake	Yes	No
Benewah	Yes	Yes
Bingham	Yes	Yes
Blaine	Yes	Yes
Boise	Yes	Yes
Bonner	Yes	Yes
Bonneville	Yes	Yes
Boundary	Yes	Yes
Butte	Yes	Yes
Camas	Yes	No
Canyon	Yes	Yes
Caribou	Yes	Yes
Cassia	Yes	Yes
Clark	Yes	No
Clearwater	Yes	No
Custer	Yes	Yes
Elmore	Yes	Yes
Franklin	Yes	No
Fremont	Yes	Yes
Gem	Yes	Yes
Gooding	Yes	No
Idaho	Yes	No
Jefferson	Yes	Yes
Jerome	Yes	Yes
Kootenai	Yes (does not use court system)	No
Latah	Yes	Yes
Lemhi	Yes	Yes

Lewis	No	No
Lincoln	Yes	No
Madison	Yes	Yes
Minidoka	Yes	Yes
Nez Perce	Yes	Yes
Oneida	Yes	Yes
Owyhee	Yes	No
Payette	Yes	Yes
Power	Yes	Yes
Shoshone	Yes	Yes
Teton	Yes	Yes
Twin Falls	Yes	Yes
Valley	Yes	Yes
Washington	Yes	Yes