

1. Page 19 #2 Public On-Line Portal

Will the on-line public portal be on Hill County's website or vendors?

*Answer: On-line portal will be on vendors website which should be CJIS compliant.*

2. Page 17 mentions RMS and CAD for Sheriff's Office, but page 18 and page 67 only lists Jail Management Application. Are RMS and CAD for Sheriff's Office included?

*Answer: Only Jail Management is included. Please disregard references to RMS and CAD for the Sheriff's office.*

3. How many total PC's will be loaded with new software in Hill County? This needs to include public terminals, view from Auditor or CSCD or any others. I know the RFP said there are 70 users on Ableterm, but does that include SO, JP's and others?

*Answer: We currently have 149 licensed users. 120 pcs includes JPs and Law Enforcement.*

4. Page 25 #21 mentions interface with Sheriff's Office. Is this for the new software or is there an interface with another software?

*Answer: We currently use Ableterm for the jail and eforce for RMS and CAD. The jail commissary software is integrated with eEforce. Other integrations are Livescan, GTL, VINE.*

4. Page 59 #4 and #5 mentions interface with HotDocs. Who is using HotDocs and why?

*Answer: No one in our county uses HotDocs. Please disregard.*

5. Due to the volume of information required to adequately answer the Hill County Integrated Case Management System Request for Proposal, we are requesting an extension to the response due date.

We would propose:

- Deadline for Written Questions: **August 31, 2015** (Original Question Deadline Date from RFP Pg. 3)

- Deadline for County’s last written addenda: **September 7, 2015**
- RFP Proposal Due Date: **September 28, 2015**

Hill County has provided an extensive list of questions, information, and requirements such as a performance bond; that will require vendors to analyze the requirements definition, submit written questions, then finalize the scope of work, best conversion plan and pricing. We believe having additional time to submit this document will be in everyone’s mutual best interests.

Please let us know if the request for an extension is granted.

*Answer: Due to delay in publishing our public notice of Request for Proposal, we will accept proposals until 5pm on September 10, 2015. We will open bids at 1pm on Friday, September 11.*

6. Page 23 G. discusses Interfaces. What other software companies will require an interface with the proposed case management solution and for what information?

*Answer: Eforce. Possibly Onbase for imaging.*

7. Is the Vendor Acknowledgment Form referenced in Section II. B. 1 (k) a different form from the Required Form Company Affidavit, found on page 7 of the RFP and also referenced under Section II. B. 1 (o)?

*Answer: No, they are the same.*

8. We can find only the one Company Affidavit on page 7 within the RFP and are concerned that we may not have all the RFP documents.

*Answer: Please use the Required form company affidavit on page 7. “Vendor Acknowledgment Form” on page 12 should read “Required form company affidavit”.*

9. Is the following the format that is to be used for References [Section I, B. 6.] or is there a separate form with a different format?

Project	Date	Contact
Entity Name, City, and State	MM/YY MM/YY	to Name, Title, Phone Number, FaxNumber, and EmailAddress

You will recognize this format from Section 1, B. (j) Experience/Past Performance; however, I do not see any other format/form for references.

*Answer: Please use the above format.*

10. Mr. Holmes, we notice that Hill County has an RFP for Case Management System. I was just curious if the county was going to have a pre-bidders meeting before the RFP is due.?? This would help us the vendors to get a better understanding of what are the counties needs. No pre-bid meeting is scheduled.

*Answer: Questions about the RFP are to be submitted to me, and I will take to IT committee for response*

11. Mr. Holmes, do you have an idea on how many departments and how many users, will be using the system? and will there be a need for a data converion. Thank you

*Answer: 149 users on current Ableterm system. Data conversion needed from Ableterm and Just Ware which the JPs are currently using.*

12. We understand that several of the court stakeholders are currently using Ableterm. Are all of these agencies using a shared database or will multiple databases have to be converted? If there is more than one source database, how many different databases are there?

*Answer: Two databases. One for Ableterm and one for Justware.*

13. **You stated there are 70 users.**

Could you provide me the breakdown per office on these users?

This would include User per office and Please mark if Public Stations are included.

- District Attorney
- County Attorney –
- Justice of the Peace-
- Sherriff office
  - 1. Jail Management
  - 2. Investigator
  - 3. Warrant Division
  - 4. Patrol

5. CAD – (Dispatch)- .
6. District Clerk –
7. Courts -

Answer:

County Judge - 2  
IT - 2 (Support/Administration)  
Auditor - 3  
County Clerk - 3 (3 PC's on County network)  
Treasurer - 3  
District Court - 4  
County Court at Law - 3  
District Clerk - 7  
District Clerk - 1 (Public Access)  
District Attorney - 5 (Budget +1)  
County Attorney - 6  
Crime Victims - 1  
Justice of Peace Courts - 8 (budget +1)  
Constables - 4  
DPS - 1  
Indigent Health - 1  
Law Library User 1 (?)  
CSCD - 13  
**Sub-Total 70 (Includes Budget)**

**On the Sheriff's Side:**

Security - 4  
Jail - 35 (Budget +2)  
Evidence - 1  
Dispatch -9  
Animal Control - 1  
OSSF - 1  
Patrol - 24 (Budget +2)  
**Sub-Total 79 (Includes Budget)**

**Total 149**

14. Should a collections department be included?

*Answer: We do not have a separate collection department. District Clerk would like to be able to set up collections for the courts.*

Page 9, Paragraph B. Entitled Submittal: Last sentence states, "The proposal must be divided into clearly identified and tabbed sections. For proper comparison and evaluation, Hill County requests that proposals follow the format outlined below:"

**15. Question:** Should Tabs be for the numbered Sections Only? If so, Tab 9 would be a post proposal item. Do we leave tab 9 blank or change tab 10 to Tab 9. I am just trying to make the response consistent.

*Answer: Please leave tab 9 blank.*

Relating to Bid Bond amount:

**16. Question:** Does the bond amount need to be 5% of the monthly aggregate for a SaaS proposal over the life of the contract? If so, what contract term do we use for this determination?

*Answer: For a hosted solution, the bond should be 5% of the total initial cost of installation of Case Management System. SaaS proposal bond amount should be 5% of the aggregate annual licensing fees for the twelve months after acceptance of the product by Hill County.*