



SALLY HOLEWA
STATE COURT ADMINISTRATOR

State of North Dakota
OFFICE OF STATE COURT ADMINISTRATOR

SUPREME COURT
Judicial Wing, 1st Floor
600 E Boulevard Ave Dept 180
Bismarck, ND 58505-0530
701: (701) 328-4216
Fax: (701) 328-2092

TO: Firms and Individuals Qualified to Evaluate Software and Technology Specific to Courts

FROM: Sally Holewa, State Court Administrator *SH*

SUBJECT: Request for Proposal (RFP) – Functional Review and Viability Analysis of Juvenile Case Management System

DATE: June 18, 2013

The North Dakota Court System has issued a Request for Proposals for the analysis of the current case management system used by North Dakota juvenile courts. The analysis will be required to capture stakeholder requirements and provide recommendations for enhancements or replacement of the current case management system.

The complete RFP, any amendments to the RFP, schedule of events, and other RFP related information can be retrieved from the following website: www.ndcourts.gov/rfp. Vendors are encouraged to visit the website often to check for updated information related to this RFP.

All vendor communications related to this RFP and all proposals must be submitted to the State Court Administrator at the address listed in the RFP. The deadline to submit a proposal in response to the RFP is 4:30 p.m. central time, September 6, 2013.

The expected completion date of the project is July 15, 2014.

Vendors should note that this RFP is being issued by a governmental entity. All contents of proposals, including the cost proposal and final contract for the project, become publicly accessible documents once the bid has been awarded. Any vendor requesting that access to proprietary information be restricted must make the request in a letter submitted separately from their proposal. The letter must describe the type of information to be restricted and the business reason restriction is desired. Vendors will be notified if their request to restrict information is denied and will be given an opportunity to withdraw or modify their proposal.