

#	Question	Answer
1	Could you please provide formats for the importing of citizen data? You indicated multiple sources. Are there standards or do they vary county by county?	While the layout is similar from county to county, a standard does not exist. A sample layout is provided as Question 1 Attachment.
2	Is there a preference in Server platform? Windows 2000 Server or IBM I series.	Our preference that the system be windows or web based is directed to the user interface. We do not have a preference for server platform.
3	Could you please provide a sample of a jury seating chart?	Seating charts currently vary by county and by courtroom. The vendor is asked to provide the ability for the proposed system to generate a consistent, aesthetically appealing seating chart that can be printed and used in the courtroom.
4	Are you looking to interface to an IVR system or include IVR in the pricing? If so, how many concurrent lines are you expecting?	We are requesting for the optional ability to integrate with an existing IVR system.
5	Would every user need the ability to create Ad-Hoc reports or just a group that create these reports? How many users?	Ad hoc reporting would be limited to a small group of administrators and technology professionals. This group is estimated to be 10 people.
6	Are you wanting Bar coding included with the application If so, is the purpose to automate the check in process?	We are requesting the optional ability to include bar codes to assist with automating the jury management process, including the check in process.
7	Would train the trainer approach be acceptable? If so, how many trainers will be trained? If not, how many end users will be trained?	Yes. Train the Trainer would be acceptable. Estimate number of trainers to be trained is 12 people.
8	Are professional errors and omissions with a 3 year tail coverage a requirement?	The sample services contract included within the RFP (pages 24-25) indicates this coverage is required and is part of the sample contract to be signed by the successful vendor. The terms of the contract are subject to negotiation with the successful vendor.
9	Could you provide more information with samples if possible about cost reports, worksheets, etc.? What is expected by electronically forward them for approval?	Cost reports and worksheets required are basic reports and worksheets needed to pay jurors daily fees and mileage fees. The vendor is asked to present the system capabilities. It is expected that the system will accommodate electronic submission and approval of payment. The method used to satisfy this requirement may vary by vendor.
10	It appears you want to export payment information? Do you have a format that is required? If so, could you provide this?	Yes, we request the ability to export payment information. Yes, we have a required format. Sample file layout is provided as Question 10 Attachment.
11	Could you provide examples for statistical reports needed that will allow users with greater authority access more data?	We are requesting that individuals assigned to a specific county only access data from the assigned county; individuals assigned to a specific district or unit access data from the assigned district or unit; and that statewide administrators access data statewide.
12	How many users will there be on the system? Please break the user count down by the user type (i.e. Administrator, Standard User, Inquiry Only).	Depending on the level of access needed to accomplish any given task, user count estimates are: Administrative User: 10 Standard user: 60 Inquiry Only: 10
13	How many staff members will need to be trained? Would a "Train the Trainer" scenario be acceptable?	See Question #7. Yes. Train the Trainer would be acceptable. Estimated number of trainers to be trained is 12 people.
14	If available please provide the following statistics for 2005. <u>Jury Statistics</u> Jurors Summoned Available to Serve Called Off Reporting Daily Sent to Voir Dire	Jurors summoned: Approximately 69,550 Jurors not used:660 Available to serve: Statistics not kept Called off/cancelled: 55 Reporting Daily: 6,240

	<p>6 Person Trials 12 Person Trials Available to Reports No Response Undeliverable Disqualifieds Exempt Excused Postponed Order to Show Cause (approx. number)</p>	<p>Sent to Voir Dire: 6,240 6 and 12 person trials: 266 Available to Reports: Statistics not kept No Response: Statistics not kept Undeliverable: Statistics not kept Disqualified: Statistics not kept Exempt: Statistics not kept Excused: Statistics not kept Postponed: Statistics not kept Order to show cause: Statistics not kept</p>
15	Will you be using the system for Witness Processing?	No
16	Please give detailed information relative to all data that would need to be converted such as file size and record layout.	No existing data will need to be converted, assuming the project schedule is adhered to. See questions 1 and 10 for sample file layouts.
17	Can you confirm that the proposed system must support both a 2-step qualification and summoning process and a one-step, combined qualification and summoning process?	Yes. Confirmed.
18	Can you elaborate on the requirement under Jury Selection, "Provide the ability to assign potential jurors from one sub-panel group to another sub-panel group"? By sub-panels do you mean panels for voir dire?	Yes. Sub-panel may also be called panels for voir dire. Sub-panels are panels created for a specific trial. For example, a given group of names (i.e. 200) will be summoned and qualified. From that group of 200 names, a "sub-group" (i.e. 25) will be assigned to a "sub-panel" and assigned to a given trial.
19	Can you elaborate on the requirement under Jury Selection, "Provide the ability to remove an unused panel and to reinsert the removed panel"? Is this also in reference to panels for voire?	Yes. Sub-panel may also be called panels for voir dire. If a panel is unused for a given reason (case settles before trial), we are seeking the ability to "un-assign" the people from the panel and reinsert them back into the pool for future use.
20	Can you elaborate on the requirement under Trial Completion, "Provide the ability to create an export database by group with costs and electronically forward them for payment"? Is this in in reference to jury payroll, or do you anticipate capturing trial costs and producing an "invoice" for recovering those costs?	This is referring to the desired ability to electronically export and forward juror payment information for payment.
21	Can you elaborate on the requirement under Trial Completion, "Provide the ability to electronically forward clerks notes as appropriate?" What are clerks notes? What is the context around which they are created? To whom are they forwarded and for what purpose?	These may be referred to as Clerk Minutes in some jurisdictions. Clerk notes are a summary of major events of a trial, including trial start time, trial end time, deliberation start time etc. They would be electronically stored within the system for retrieval.
22	Can you elaborate on the requirement under Miscellaneous, "Provide the ability to interface with interactive voice response systems"? Does the state currently have a statewide interactive voice response system with which the JMS is to interface, or do you expect vendors to propose an interactive voice response system?	See question 4. The state currently has an existing IVR system and we are requesting the optional ability to interface with this existing system.
23	Can you please provide the number of qualification questionnaires (if using a 2-step process) or summons (if using a 1-step process) issued in each county annually?	See Question 14. 2-step approximately 33,500 1-step approximately 36,000 The number of qualifications/summons per county varies from a few hundred per year in the counties with the lowest population to near 10,000 per year in the counties with the largest population.