

CHATHAM COUNTY PURCHASING DEPARTMENT

ADDENDUM NO. 2 TO RFP No. 18-0083-1

FOR: JURY MANAGEMENT SYSTEM SOFTWARE FOR CHATHAM COUNTY

Additional Requests/Information:

Please provide details and samples of reports readily available on your proposed solution with your response.

The County contemplates the system will need to accommodate from three (3) to twenty (20) users.

The County is seeking a solution that streamlines jury check in. Please provide in a narrative how your system could improve jury check-in.

The County currently issues bearer checks to jurors. Please describe your system's capabilities and your recommendations in this area.

Please describe in detail your software support and your ability to maintain the system without interruption.

Please confirm that changes to state law will be incorporated into your software without additional costs.

Additional Questions:

Does the County Tax Certificate Requirement apply to vendors that are headquartered outside of Georgia? **A tax certificate is required of a successful vendor. Please contact Building and Safety for information on obtaining a business tax certificate @ 912-201-4300.**

Would it be possible for the County to grant an extension to provide sufficient time to prepare a well thought-out response, coordinate notarization of required forms, and negotiate any needed subcontractor agreements? **Deadline has been extended to October 18, 2018 at 5:00 p.m.**

Is it assumed that if contract termination becomes necessary the County will pay only for work satisfactorily completed and return any copies of software or any hardware provided during the term of the contract? **The County would only pay for any commercially valuable work depending on when the contract is terminated and the cause of termination.**

Would it be possible to get the RFP-required forms in a MS Word format to facilitate filling in the blanks? **Yes, Word Version is posted on the website.**

The County is seeking to only acquire through this RFP the necessary software and services necessary to deploy the solution desired by the County. Any hardware or infrastructure needed to deploy the entire solution will be provided by the County separately, correct? **The county will provide Windows based servers but will not provide hardware for an IVR system. If necessary or recommended, vendor should provide IVR system as an option with pricing.**

Regarding 4.3.5: Is the expectation here that a juror is eligible to be active in a petit and a grand jury pool? **A person in our master list of potential jurors can be summoned for both grand and petit jury service; if actually chosen and sworn in for a trial or grand jury term; then they are not eligible to be summoned for either until we start utilizing a new master list of jurors (received from the state by July 1st every year). All not chosen remain in the current jury pool, eligible to be randomly selected again for either grand or petit jury service.**

Is this related to excusal, disqualification, exemption? **The recent Exception list that the state requested included only exemptions because of permanent medical, 70 years of age or older, deceased, or judicially determined to be mentally incompetent.**

How many sources are to be considered for data migration/conversion? **One**

Regarding 4.4.1: A portion of our IVR and messaging pricing is call/message volume-based. Can you provide an estimate for the total number of jurors summoned a year for the county for each of the past years?

We understand this may be only an estimate. In the absence of that number, could you provide the total number of jury trials in the county per year for the past few years?

For petit jury service	Grand Jury	panels requested / panels utilized
2017/18: 34,088	570	about 211/115
2016/17: 31,815	560	209/119
2015/16: 30,181	530	205/104
2014/15: 30,665	555	195/125

Please identify and describe the current jury management system. Specifically:

- What is the current Jury management System? **In House**

- Please specify the number of legacy/current systems that contain data that will be migrated. **One**
- What is the backend database of the legacy/current system (i.e. SQL Server, DB2, proprietary files that will require extract, etc.) **D-ISAM**
- Number of files/tables in legacy/current system. **Approximately 30 Master Files and 15 Tables**
- Number of fields/columns in legacy/current system. **Jury Master Approximately 70 fields, the other 30 Master Files have fewer fields; the Tables have usually 4 or 5 fields each with some just two (2).**

If possible, please provide the file layout or table structure of legacy/current system. **We hope to have a flat file export for the legacy data but this should not be considered a certainty.**

DUE DATE HAS BEEN CHANGED TO OCTOBER 18, 2018 AT 5:00 pm



MARGARET H. JOYNER
PURCHASING DIRECTOR
CHATHAM COUNTY