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2018-53 – CMS RFP Addendum #2 – April 24, 2018

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We received the following questions regarding this RFP:

Question #1: If we are not bidding on Probation, do we need to return Exhibit C?

Answer #1: No.

Question #2: Exhibit D appears to apply more to requirements of a law enforcement RMS. What is the purpose of Exhibit D?

Answer #2: The State's Attorney's Office staff accesses the Will County Sheriff's Office Jail Management System on a daily basis to retrieve inmate information for a variety of reasons, including compiling daily court calls, inmate photos, etc... It is expected that the two systems will be integrated during the RFP process.

Question #3: Exhibit A- there are several references to ADR Codes (Automatic Disposition Reporting). What are these codes and what is their purpose?

Answer #3: The State's Attorney's Office is required to report case dispositions to the Illinois Administrative Office of Courts as well as victims in certain cases types. This is done manually currently.

Question #4: Exhibit A- DCS Worksheet, Req. 41. Ability to create mittimuses for DOC sentencing. What is mittimuses?

Answer #4: The Mittimus is the Judgement and Sentencing Order that reflects the sentence of a criminal defendant who has been sentenced to the Illinois Department of Corrections.

Question #5: Exhibit A- CSUPP worksheet, Req. 60-64 reference payment tracking and disbursements. Does the SAO collect child support payments?

Answer #5: NO. However, the State's Attorney's Office Child Support unit works directly with the Circuit Clerk's Office and the Illinois State Disbursement Unit to ensure that payments are being made according to the court ordered payment schedule.

Question #6: There are multiple references to integration with the Court iCMS system. Will this just be eFiling to the court or will this also include the SAO receiving back from the court such as court dates, dispositions, etc.?

Answer #6: In addition to e-Filing, the State's Attorney's Office will be receiving information back from iCMS which includes, but not limited to: Court Dates, Dispositions, Judgements, etc.

Question #7: Who developed iCMS?

Answer #7: Will County.

Question #8: Regarding the LE Portal requirement.

1.What metadata will determine what case a referral goes to?

Metadata included on files from law enforcement agencies would include ORI, Officer, date, violation, suspects, etc. Basic case information. Once a decision to charge or not is made appropriate information will be attached and case numbers assigned.

2.The way it is currently written, it doesn't define how files will be associated to case. Can you explain further?

We anticipate your system will handle this in some manner.

3.How will the SA know when items arrive and if they are important (need immediate attention)?

Flags and alerts are part of the requirements of an adopted system. Details will be determined by the system chosen.

Question #9: Would you consider a hosted solution?

Answer #9: No.

1.If not, can you explain why you want to install locally and not take advantage of the cost savings associated with a hosted solution?

While hosted solutions often save money up front, their long term costs can far exceed on premise solutions. It depends on the details. Also, there may be concerns about physical possession of information in addition to major concerns regarding bandwidth and connectivity speeds. Also, that could present limitations to future movement and integration.

Question #10: External Access Portals.

1.there are different units of the SAO, Exhibit A, listing this as a requirement as a read only. Would this be a separate portal from the required portal on Page 18 of the RFP?
YES. The Law Enforcement Portal will be strictly used to import items uploaded by the Law Enforcement Agencies.

2. For the External Portal listed on pg. 18, Does this require two-factor authentication?
CJIS requirements were supposed to require 2FA last year and those requirements were delayed, but we anticipate that they will return. Yes, two factor authentication is required for external access.
3. What type of files will be uploaded from external users?
Anything in a reasonably common format that can be used for evidence. Images, documents, audio, etc.
4. How will the SAO know when a document arrives?
A notice/flag/alert will likely be generated by the workflow from the LEP to workload assignors.
5. Will there be metadata to determine what case the document belongs to?
There will be metadata associated with the original files, and the case number, if assigned. The metadata should also enable wide searches of data to those properly permissioned.

Question #11: Has the county established a budget for the new system?

Answer #11: Fund locations have been identified, but no set budget has been established.

Question #12: In addition the external law enforcement department and external attorneys, will appropriate subsections of the system's data be make available to the general public?

Answer #12: That is not anticipated at this time, but should be part of the scoping discussion with a selected vendor.

Question #13: SOW: "It is expected that the system will be fully integrated with Microsoft Office Suite and utilize its feature rich productivity software."

- a. Please clarify the level of integration between the Microsoft Office Suite and the proposed solution. Will all Office Suite tools be expected to integrate? For example MS Word, MS Excel and MS Outlook?

Answer #13: We expect Word, Excel, and Outlook integration at a minimum, specifically including Calendar functionality.

Question #14: SOW: "...provide secure online access to law enforcement agencies through a portal (Law Enforcement Portal – LEP)... and to anyone properly designated to do so..."

- b. Please clarify if this is solution is expected to include a portal capability to support an unknown number of external users with limited and controlled access

Answer #14: Yes.