

Judicial Council of California
Case Management Billing Solution for Juvenile Dependency Attorneys
in the State of California
RFP #CFCC 2021-107RB

RFP QUESTIONS AND ANSWERS
POSTED NOVEMBER 29, 2021

1. Does the RFP cover the non-draft counties only, or is the idea that this RFP would cover draft and non-draft counties?

ANSWER: This RFP covers both draft and non-draft counties.

2. How many agencies are included in this RFP?

ANSWER: There are approximately 200 agency firms.

- a. How many additional counties?

ANSWER: 38

- b. How many additional users?

ANSWER: This information is currently unknown.

- c. How many agencies that will be supported by this RFP already have computer systems where we will need to convert their data?

ANSWER: This information is currently unknown.

- i. Can you provide some background info on these systems (e.g., programming languages, number of screens, number users, number files, number of records in each file)?

ANSWER: The legacy database houses historical information and has 1,306 distinct users encompassing 20 unique classifications (role types). At minimum, we expect the number of users to double.

- ii. Are the agencies that need a conversion ready to do so? Do they have technical people available to help us with any questions about their existing data?

ANSWER: Many agencies are already on a common system and some may not have technical staff. Your proposed solution may provide a user - friendly template to conduct system interfaces and exchanges in your conversion process.

If the agency has data to be converted, will that be a cost to be covered by that agency as was done in the past?

ANSWER: All costs associated are included int the award of the RFP. Please refer to the RFP Section 5.0.

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- d. Do you anticipate that all these agencies will go live during the 2-month period you mentioned in the RFP, or will the system be rolled out to new agencies over several months?

ANSWER: As participation in the program is optional, JCC staff work with the provider to on-board them into the project. Only program participants currently enrolled are included in the 2-month period. Shortly after the transition period, new program participants will need to be included into the system.

Are all the agencies ready to be trained and ready to start using a new system within the two-month timeframe?

ANSWER: Not applicable.

3. Are our bid responses delivered to JCC both via physical document as well as email?

ANSWER: You may submit via email only.

4. For Attachment #2 (Standard Agreement), are you just looking for us to sign the first page, or is Attachment #2 included in the packet to just give us an idea of what the final agreement will look like?

ANSWER: No need to sign. Attachment 2 is provided to give to the bidder an idea of the final agreement provisions.

Throughout Attachment #2 there are places for additional information to be inserted into the document. Are we do leave those blank, or should we be filling all of those blanks in?

ANSWER: The blank portions will be filled up from the information provided in the winning bid. You may also provide proposed provisions if the bidder will check on #2 of Attachment 3.

5. I don't see Appendix F mentioned in the RFP as to whether we fill that out and submit it or not. In the section dealing with each of the sections and which ones should appear in the non-cost section and which one in the cost section, I didn't see Appendix F mentioned. Do we fill out Appendix F, and include it with the other non-cost documents in our proposal?

ANSWER: Please refer to Sections 4.0 and 8.0 – 8.3 of the RFP.