

July 8, 2013

ADDENDUM #2

13-116 JAIL MANAGEMENT SYSTEM

Addendum #2 is being issued to respond to proposal inquiries.

1. Number of Workstations that the Jail Management System will run on? How many County workstations require installation of JMS (excluding read-only, any backup/training workstations or system administrators)? Can the Owner provide the number and locations in which data is actually changed within the JMS? This does not include items such as viewing data, running reports, printing reports and shift log entries. This would be work stations where information is added or edited.
 - a. Approximately 16 workstations will run the Jail Management System, with approximately 25 additional workstations that have "view" only rights.
2. How many booking stations does the County have?
 - a. There are 7 Booking stations
3. How many of the County's workstations require access to MULES?
 - a. 6 workstations
4. Regarding specification 6.1 – System Requirements , #47: Can the system transfer data required by the FBI or another organization from the name records to a LiveScan fingerprinting system? Who is the County's current LiveScan vendor?
 - a. Our current JMS does not have this functionality. Safran-MorphoTrak is the vendor St. Charles County works with.
5. Regarding specification 6.18 – Inmate Movement, #2: Can your software automatically build a 'dictionary' of in-facility locations (inmate cells) based on inmate movement records imported from the JMS? Will the County please explain the expected 'dictionary' functionality?
 - a. The SCC DOC would like the capability of customizing the cell assignments (i.e. cell A 4 = Unit A, cell 4 or cell D3A = unit D cell 3 bunk A) based on the data from our current JMS.
6. Regarding Section 6.20 – Orders/Treatment Administration Record (TAR): Will the County please explain TAR functionality?
 - a. The "Orders/TAR" function is for Medical use only. Medical staff could add orders from the physician to be entered for special "treatments" such as: dressing changes, blood draws, weekly weights, frequent vital signs, and specimen collection. The nurse should be able to access the treatments due for that shift for the specific inmate and should be able to document findings and when the treatment is completed.
7. Is there a preference between an onsite solution vs. a hosted solution?
 - a. Offered solution can be either hosted or on-site. Hosted solutions require 99.99% uptime, detailed disaster recovery methodology, any scheduled maintenance plans and data backup offerings. On-site solutions must be able to run in a Microsoft Hyper-V virtual environment running on Windows Server 2012 and SQL 2012 if applicable. The

Department of Corrections is a 24/7 operation requiring maximum availability of the application.

8. Can you provide additional information regarding the data conversion (qty. of modules, fields, etc.)?
 - a. 278 tables, 2,035 fields
9. Will the County provide the JMS Network, including Ethernet switches, cat5 cabling and 120BAC power as required?
 - a. Yes, St. Charles County will provide.
10. The RFP mentions the requirement for barcode scanning, is the barcode scanning equipment existing? Or is this to be provided by the JMS vendor? Please provide quantity required if the JMS vendor is to provide it.
 - a. Currently SCC DOC does not have this capability but would like the option in the future.
11. Please provide the quantity of signature capture pads required.
 - a. Currently SCC DOC does not have this capability but would like the option in the future.
12. Interface Specifications for MULS, VINE, Pharmacy, laboratory, radiology, phone (provider?) and financial systems? Please clarify whether each interface listed in the RFP is a one-way or two-way interface?
 - a. MULES – currently SCC DOC does not have an interface
 - b. VINE - currently SCC DOC does not have an interface; see item 13 below (one way)
 - c. Pharmacy – currently SCC DOC does not have an interface
 - d. Laboratory – currently SCC DOC does not have an interface
 - e. Radiology – currently SCC DOC does not have an interface
 - f. Phone – currently interfaces with the Financial system (g.)
 - g. Financial – see item 14 below (one way)
13. VINE Interface: Vendor and St. Charles County Government will need to work with Appriss on the interface.

The interface must meet all the requirements as described by the Missouri Department of Public Safety below:

The system must have a well-defined and documented API (Application Program Interface) that allows easy and secure import and export of data without program modifications to the system.

The contractor must provide a product solution that is fully compatible and integrates with the VINE system as requested in Exhibit RFP Sealed Proposal 13-116 Jail Management System. At no additional cost to St. Charles County Government, the contractor shall perform whatever necessary services needed to ensure that the contractor's awarded system is compatible with and shall result in an integrated system solution with the VINE system.

Testing of the interface functionality between the contractor's system and the VINES system shall be considered successfully completed when it has been demonstrated that the interface executes properly and in accordance with the technical requirements. Interface shall mean that the contractor's system/software product must have a mechanism built into the product that supports transferring data in a supported format to VINES system and must operate as proposed when operating in conjunction with the VINES system. The contractor shall be paid for successful implementation of the system interface when the user has successfully tested and/or reviewed all the

components, functions, features, and/or documentation that encompass the scheduled deliverables in accordance with the requirements. Successful User Testing shall have occurred when such time the system interface operates for a period of five (5) consecutive business days without encountering any system severity level 1 or 2 errors that affect the accuracy of the system.

- Severity Level 1 shall be defined as urgent situations, when the agency's system interface is down/not functioning and the agency is unable to use the system as intended; and
- Severity Level 2 shall be defined as where the interface results in significant outages and/or failure precluding its successful operation, producing errors or incorrect results, or possibly endangering the agency's environment. The system may operate but is severely restricted.

There shall not be any additional charges for the interface or maintenance thereof.

14. Financial Interface: Bond and Active Inmate Information

File transfer process between JMS system and Lockdown software for Bond Information

Process 1: EXPORT BOND AGENCY INFORMATION

Export file naming convention: BONDAGENCIES.CSV
INMATEID will be the unique ID for the inmate record

Delimiter: ; (semicolon)

Frequency: The file should be exported from the JMS if any transmitted data field for a bond agency changes.

Files may be overwritten. This is acceptable because Lockdown only requires the most current data.

	Field Name	Example	Description
R	Agency Name	Craighead County Bonds	The agency that the bond is going to be paid to
R	Pay To	Craighead County Bonds	The "Pay To" line to be printed on checks
	Street Address	113 Main St.	The street address of the bond agency
	City	Tahlequah	The city the bond agency is located in
	State	OK	The state the bond agency is located in
	Zip	72401	The zip code of the bond agency
	Phone	555-555-5555	The bond agency phone number
R	Active	1	Whether or not the bond agency is active; allows a bond agency to be de-activated from the system.

St Charles JMS Interface

Specification

Export file naming convention: FullActiveRoster_DateTime.CSV

Delimiter: ; (semicolon)

Frequency: Every 5 minutes; full active roster

File Layout:

	Field Name	Example	Description
R	Inmate ID #	12345	Permanent ID for the record
	Internal Booking ID#	20130706912	Booking ID
	First name	Bob	
	Middle name	Q	
R	Last name	Public	
	Suffix	Sr.	
	Race	0 (See race code table)	
	Sex	M or F	
	Date of Birth	1/31/1980	
	Book In Date	1/31/2009	
	Location1	Building A	
	Location2	Pod B	
	Location3	Cell C	
	Location 4	Bunk D	
	Privilege Level	5	Numeric Code representing privilege. Can be used to enforce restrictions.

R	Is Active	1	A value representing whether or not the inmate is currently booked in to the facility. This should be 1 (True) or 0 (False)
	Billing Code	WRT	A billing group code; could be : ADD, COM, CP, CWR, FCO, FED, MDC, OC, OTH, PAR, PRO, WC, or WRT

*The Inmate ID and Last name fields are required for all records. Other fields may be left blank but the semicolon still needs to be included to keep the field alignments correct.

Race	Code
Unspecified	0
Native American	1
Arabic	2
Black	3
Hispanic	4
Oriental	5
White	6

Example: 123456789;1288;John;Q;Public;Jr;5;M; 1/1/1960;3/3/2005;BLDG A;POD Q;CELL B;BUNK 2;5;1;WRT

15. On page 29 of the RFP, Item 1 (in Section 6.8) asks: **“Will your software allow us to import data from our current JMS with the initial Implementation in order for us to keep historical information?”**
- In order for us to provide a more accurate quote, please provide the following information. Although we understand the SCC DOC may not have an answer for each item, this information will help us submit an accurate proposal:
 - How many tables does the SCC DOC expect to convert? (An approximate number is sufficient.) 278
 - How many source databases would be involved? 1
 - What type of database(s) would be involved (for example, Oracle, SQL Server, DB2, etc.)? MS SQL
 - What is the database disk size (in MB / GB / TB)? 12.6 GB
 - How many records would be converted? 95,080 (jm_inmate table)
 - Does the SCC DOC expect to convert any Binary Large Objects (BLOB) data (for example, images, documents, audio files, etc.)? Yes
 - If BLOB data is involved, how many images, documents, etc. would be included?
 - How much disk space does this data currently require?
 - Table (jm_facility_photo) has 1 image
 - Table (jm_visit_photo) has 187,479 images with thumbnails. 9.8GB
 - How is this data currently stored (for example, in the file system or database)? Database
16. In order for vendors to provide accurate information, as required in the “Technical Proposal” section on page 67 of the RFP, with the SCC DOC please identify the number of concurrent users expected to be on the system at any given time?
- a. Approximately 10- 40 users
17. On page 69 of the RFP, Item 7 (in Section 7.1) asks, **“Prior to the implementation phase, will the vendor customize the database to accommodate our unique needs (i.e., Medication and formulary)?”** For clarification, please define the term “implementation phase.” Does the SCC DOC expect that the vendor will enter data into a practice database that will be available during training? Or does this question mean that the vendor will customize the SCC DOC’s *live* database with agency information?
- a. SCC DOC is not requesting the vendor to build a practice database. SCC DOC is requesting the live data from the existing application and customize the vendor application database to fit the SCC DOC needs.
18. On page 69 of the RFP, Item 7 (in Section 7.1) asks, **“Prior to the implementation phase, will the vendor customize the database to accommodate the dictation/documentation needs of healthcare provider's and their staff?”** Please clarify the agency’s intent and expectations.
- a. SCC DOC is expecting flexibility in the application to change templates and or create templates that fit their needs.

19. On page 71 of the RFP, Item 5 (in Section 7.2) asks: **“Does the vendor offer customization services after the implementation phase?”** Please clarify what the SCC DOC intends regarding customization services?

- a. SCC DOC have policy and business operational changes from time to time and as these changes occur the SCC DOC will the need the application modified accordingly either by SCC staff or the vendor.

Bidders shall sign this Addendum as acknowledgment and return with the bid.

BID ADDENDUM

Addendum #2

Dated _____

We, the undersigned, acknowledge the receipt of the above addendum(s) as dated.

By: _____

Title _____

Company: _____

Date: _____