

**Request for Proposal
Integrating Novel Technology for Optimized Supervision Responsivity
Questions and Answers**

1. What is the due date of the application and questions as the RFP listed different dates.

We had to repost the RFP on the Targeted Small Business site due to an error in the RFP, therefore the newest posting (posted Thursday August 4, 2022 has the correct dates)

The due date for the RFP is August 31, 2022

The due date for questions is August 24, 2022

2. What compliance standards are you requiring for your platform and data security?

Vendors will adhere to the standards laid out by in the State of Iowa's SAAS terms and service, located

here: https://ocio.iowa.gov/sites/default/files/ocio_saas_additional_terms_and_conditions_2022-07-19.pdf

3. Will you require the vendor to be HIPAA compliant?

No it is not required as all interventions will be provided as a response to behaviors from a correctional supervision standpoint and will be supplemental to any clinical treatment recommendations and services, however it would be an advantage as collaboration with community treatment partners something we would like to consider.

4. Can you elaborate more on what are your expectations involving cognitive behavioral based interventions?

Our goal is to have application based interventions that can be assigned to provide an immediate response to concerning behaviors and situations. For example, a client reports having desires to use drugs after hanging around friends they used to use substances with. We can then assign an application based intervention about risky peer interactions or risky behavior in regards to returning to substance use.

5. Has your agency received a presentation by anyone on this technology? If so, by who? Remove this question as I feel it is the same question as below and then just answer that one

Prior to applying for grant funding a variety of relevant companies and products identified on the American Probation and Parole Association's website were reviewed to obtain a general idea of what services are available. This included some contact with reps from different companies at that time. Approximately 6 months ago tracktech provided an overview of their application to enable grant funded staff to understand what specific

features are possible to assist with case management. It was made clear at that time there would be an RFP process. As part of the application process, all companies that meet criteria established will be provided the opportunity to provide a demonstration of their products.

- 6. Has your agency already met with a vendor on this product, and has a demonstration been provided? If they did a demonstration, who was the vendor and will there be an opportunity for the other vendors to provide a demonstration.**

Approximately 6 months ago tracktech provided an overview of their application to enable grant funded staff to understand what specific features are possible to assist with case management. It was made clear at that time there would be an RFP process. As part of the application process, all companies that meet criteria established will be provided the opportunity to provide a demonstration of their products.

- 7. What amount of the project budget is allocated to the total technology solution (e.g., application usage, training, and technical assistance)?**

Approximately \$287,000 to be used over the life of the grant.

- 8. What is the target number of clients on an annual or ongoing basis to be included in the program?**

The goal is 150-200 clients over a two year timeframe

- 9. For parolees, is there interest in working with, or a need to work with, the individual pre-release for reentry planning?**

While this would be a desirable aspect to have available for possible future use, at this time we are targeting working with individuals already in the community.

- 10. How will clients be selected for participation in the program? Is there an intent to serve all clients, or for clients to self-select or to be randomly assigned to be offered the opportunity? Will there be any consequences for non-participation or incentives to participate?**

The plan is to offer all higher risk individuals, those who we case plan, the opportunity to participate in the program. As agents become familiar with the technology they will offer all clients (as appropriate) on their caseload this opportunity. The service may eventually include lower risk clients as well depending on design features of the tool (e.g. flexibility in application such that including them would not represent over supervision of low risk persons). Clients will be encouraged but not mandated to participate.

11. Is there any interest from community partners in joining the program?

At this time, the primary focus is from our agency. However, we continually strive to work in collaboration with our community providers and this is something we are hoping the application can provide. For example, if all appointments can be consolidated into one calendar that all providers could access that would be an added benefit of the application. Secure video conferencing with community partners is another example of a desirable feature.

12. Is the program proposal consistent with typical BJA awards (e.g., 6 months planning, 24 months execution, and 6 months reporting)? Is a different schedule proposed?

Yes, this is correct

13. Was a vendor involved in the development of the grant proposal? If so, who was that vendor?

No vendor was involved in the development of the request for proposal

14. Please provide any guidance towards state technology security standards that the vendor is required to meet.

Vendors will adhere to the standards laid out by in the State of Iowa's SAAS terms and service, located here:

https://ocio.iowa.gov/sites/default/files/ocio_saas_additional_terms_and_conditions_2022-07-19.pdf

15. Is the vendor expected to submit their own terms and conditions, or are there standard IT terms and conditions that we should be aware of?

Vendors will adhere to the standards laid out by in the State of Iowa's SAAS terms and service, located here:

https://ocio.iowa.gov/sites/default/files/ocio_saas_additional_terms_and_conditions_2022-07-19.pdf

16. I wanted to ask about the RFP timeline and specifically about the Q&A period - when are questions regarding this RFP due and when can we expect responses?

Questions are due by August 24. Answers will be posted as soon as possible after receiving, but all answers to questions asked will be posted by 5pm Friday, August 26, 2022.

17. Regarding the Vendor and Product Expectation #4, Our smartphone technology provides 24/7 location tracking but the location information would only be "shared" with the PPO if a geofence or required location is violated and reported to the PPO. If no

geofences are created, then the data is not shared but is available in our case management system. However, the location data or ping could be requested from a program member / offender. Also, we have a robust biometric check in functionality to not obtain location but optimize supervision responsivity. Can you provide some more details / insight as to when and how the PPO would obtain location data as well as the program member / offender?

The types of features and applications noted in the question are consistent with what we are seeking. The primary function we desire at minimum is capacity to digitally confirm a participant's location on demand. For example, if they are out of county on a multi week construction job, for them to be able to demonstrate at that point in time they are where they are supposed to be. Additional capacities that approximate traditional GPS monitoring features are welcome but not strictly necessary for the intended use of this platform. It is important that the client remain in control over whether to share their location; constant mandatory monitoring would represent a higher level of supervision response than we intend for this service.

18. Is there a projected number of participants that would utilize this technology?

The goal is 150-200 clients over a two year timeframe

19. Is your agency looking specifically for just an application or would you consider a vendor issued secure smartphone with novel technology for offenders to access resources, interventions, etc. This smartphone would have unlimited data and service plans for the offender to utilize.

Such a service would be considered, however we would want to be mindful of cost and the concern of whether a client will realistically carry two phones (the smartphone provided through this program and their personal phone). We do appreciate that there are some upsides in terms of expanded opportunities for participants with this arrangement but would need to reconcile the possible downsides of cost, lost equipment, potential for limited usage, etc.

20. Given that this procurement is grant-funded, it is assumed that there is a known, finite budget for the desired solution. Can the Sixth Judicial District Department of Correctional Services please provide the budget allocated for this procurement?

Approximately \$287,000 to be used over the life of the grant.

21. How many participants, and how many staff does the Sixth JDDCS anticipate will use the application?

The goal is 150 clients. There will be about 4 staff who adopt the technology in early stages of the project, serving rural areas. The hope is these early adopters will experience success to the extent the project expands to other agents throughout the district. Total number of staff, and total number of clients served will largely be dictated by the success of the product and client / agent interest level.

22. **Have other questions been asked and answered yet? If so, I am not seeing any posted on the site: <https://sixthdcs.com/rfp/> and I would really appreciate an updated link, or would ask for those questions and responses to be sent to us.**

All questions are answered as quickly as possible, but all questions and answers will be posted by Friday August 26, 2022 by 5pm

23. **Is this a new program or will it be part of an existing monitoring program?**

The use of technology will be a new component introduced into our current supervision strategies.

24. **How many participants do you anticipate will participate in this program on a monthly and annual basis?**

The goal is a minimum of 150 clients over a two year timeframe

25. **Will community corrections staff be monitoring program participants or will this be a vendor driven activity?**

Program participants will continue to be monitored by their probation/parole officer. The technology will just enhance their ability and give them another option and avenue to do so. The vendor will be available for questions and troubleshooting issues for both staff and program participants if needed.

26. **Do you have an existing electronic monitoring vendor?**

Currently we utilize GPS and SCRAM, but nothing similar to technology sought out in this request for proposal

27. **What electronic monitoring solutions are currently being used?**

Currently we utilize GPS and SCRAM

28. **What is the current cost per participant per day for those solutions?**

We have a statewide contract for these services, and payment is covered in a variety of manners. It should be clarified this opportunity for this technology is provided through a grant, and therefore not connected to other budgetary obligations.

29. **Are you only seeking phone based applications (apps)?**

Yes

30. **Referencing Item 2 of the vendor product expectations, is the agency interested in mobile alcohol applications?**

While that might not be the main focus, we are always interested in hearing about what additional opportunities can be provided by the technology and therefore could be seen as a benefit.

31. **Will the 6DCS please clarify if there is a file size limit on attachments being emailed? If proposal attachments exceed the deliverable file size limit, will the 6DCS accept multiple emails to ensure vendor's proposal and all supporting documents are delivered?**

Files above 25 Mb should be shared via Google Drive, DropBox, or a comparable Cloud Storage/Online File Sharing site

32. **10. Will the 6DCS please clarify if other electronic monitoring technologies are being utilized for your monitoring program (i.e., GPS location devices, alcohol monitoring, victim monitoring & notification etc.) If yes, will the 6DCS please provide what other electronic monitoring technologies are currently being utilized? If no, would the 6DCS allow vendors to provide information on additional monitoring product and service offerings?**

Currently we utilize GPS and SCRAM

33. **Will the 6DCS please provide the daily fee rates for all electronic monitoring products and services currently being utilized?**

We have a statewide contract for these services, and payment is covered in a variety of manners. It should be clarified this opportunity for this technology is provided through a grant, and therefore not connected to other budgetary obligations

34. **Will the 6DCS please clarify the meaning of "Availability"?**

Availability refers to being accessible and able to work with staff and/or program participants who maybe struggling with utilizing the virtual technology.

35. **Will the 6DCS please identify the number of staff that will require initial training upon contract execution? Will the 6DCS please clarify if training of personnel is required to be on-site or virtual? If on-site, will the 6DCS please identify the number of training location(s) to utilize?**

The initial training will occur with 1-5 staff members. The preference for the training would be virtual as we have staff members in various locations across the judicial district.

36. **We kindly ask the 6DCS to extend the proposal due date by two-weeks after the 6DCS releases the responses to all vendor's questions to ensure vendor's have appropriate time to review Q&A and to modify proposal and virtual presentation to cater to relevance accordingly.**

The RFP have been posted for almost one month and questions that have been submitted have all been posted typically within 72 hours of them being asked. We are also working within the

timeframes submitted in the grant. Therefore, it is felt that sufficient time has been provided to submit proposals, as well as our desire to stay in line with established timeframes.