



SEDGWICK COUNTY, KANSAS
FINANCE DEPARTMENT
DIVISION OF PURCHASING
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<http://www.sedgwickcounty.org/finance/purchasing.asp>

REQUEST FOR INFORMATION

17-2001

Sedgwick County Division of Corrections
Data Management System

1.0 Description

1.1 Sedgwick County (county) Division of Corrections (Corrections) is seeking technical and budgetary information for a Data Management System to provide case management, facilities/institution management and division-wide administrative/document management.

1.2 THIS IS A REQUEST FOR INFORMATION (RFI) ONLY. This RFI is issued solely for information and planning purposes – it does not constitute a Request for Proposal (RFP) or a promise to issue an RFP in the future. This request for information does not commit the county to contract for any supply or service whatsoever. Further, the county is not at this time seeking proposals and will not accept unsolicited proposals. Responders are advised that the county will not pay for any information or administrative costs incurred in response to this RFI; all costs associated with responding to this RFI will be solely at the interested party's expense. Not responding to this RFI does not preclude participation in any future RFP, if any is issued. If a solicitation is released, it will be posted on the county's website <https://ssc.sedgwickcounty.org/RfbRfp/>. Interested offerors may send an e-mail to Kimberly.Bush@sedgwick.gov including all contact information and list all products and services offered to be added to any future bid lists and receive an e-mail notification of the release of any related solicitations, however it is strongly advised to monitor the above site for additional information pertaining to this requirement.

2.0 Background

The Division of Corrections (DoC) requires accurate data to manage each program and to involve stakeholders in oversight, policy review and decisions. Having accurate historical data is also critical for legal issues. DoC uses a strategic plan in management of juvenile and adult programs. The plan contains information specific to each program and is posted online to inform the public. Good data is foundational to effective management practices and established processes for making continuous improvements. The department provides specific data to the Board of County Commissioners, District Court, Kansas Division of Corrections, the County Manager and the City of Wichita. The DoC also provides data to four (4) advisory boards that meet monthly: the Criminal Justice Coordinating Council, Community Corrections Advisory Board, Juvenile Corrections Advisory Board and the Detention Utilization Committee. The state and county budget process require accurate data to explain and justify funding requests and reporting of outcomes. Our current systems need regular updates and revisions to meet each of these requirements. The number of anticipated system users at implementation within the DoC is 150-200 users

The services offered and average daily population from 2015 the various divisions within the department are as follows:

Pretrial - 1,558 served / 270 Average Daily Population (ADP)

Drug Court – 187 served / ADP 108

Adult Intensive Supervised Probation - 2,498 served / ADP 1,573

Adult Residential - 306 served / ADP 63

Sedgwick County Youth Program - 86 served / ADP 17

Juvenile Field Services - 798 served / ADP 407

Juvenile Residential Facility - 322 served / ADP 17

Juvenile Detention Facility - 1,143 served / ADP 64

Home Based Supervision - 280 served / ADP 22

Weekend Alternative to Detention Program - 187 served

Juvenile Intake and Assessment Center - 2,817 intakes

3.0 Requested Information

The county would like to receive detailed technical capability and estimated budgetary information for the project described herein.

Information provided should include, but not be limited to:

- Data management
 - Probationer Case Management
 - Institution Management
 - Compliance Management
 - Restitution/Supervision Fees Management
- Data Security (CJIS, PCI, HIPAA)
- Reporting
- Connectivity with other systems, provide examples of other successful software interfaces.
- All available licensing and hosting options.
- Detailed budgetary estimates/ TCO for a turnkey system; on-site and hosted options, license options, and training and support estimates.

All technical and budgetary information shall be clearly marked as Section 2 of your submittal.

4.0 Responses

4.1 Interested parties are requested to respond to this RFI electronically to Kimberly Bush, CPPB.

4.2 Responses in Microsoft Word or Adobe PDF format are **due no later than February 10, 2017 by 5:00pm CST**. Responses shall be submitted **via e-mail only** to Kimberly.Bush@sedgwick.gov. Subject line should read “**RESPONSE TO RFI 17-2001**”. Proprietary information, if any, should be minimized and **MUST BE CLEARLY MARKED**. Please be advised that all submissions become county property and will not be returned.

4.3. Section 1 of your submittal shall provide administrative information, and shall include the following as a minimum:

4.3.1. Name, mailing address, e-mail address, phone number, and fax number of designated point of contact.

4.3.2. Experience with similar projects, preferably government organizations.

4.3.3. Recommendations for preparing a Request for Proposal, any suggestions based on past experience working on previous implementations.

5.0 Industry Discussions

County representatives may or may not choose to meet with potential offerors. Such discussions would only be intended to get further clarification of potential capability to meet the requirements.

6.0 Questions

Questions regarding this announcement shall be submitted in writing by e-mail to the Purchasing Agent as listed above in Section 4.2. Verbal questions will NOT be accepted. Questions will be answered to the best of the ability of county staff. The county does not guarantee that questions received after Monday February 6, 2017 will be answered.

7.0 Summary

THIS IS A REQUEST FOR INFORMATION (RFI) ONLY to identify capabilities and budgetary estimates for a turnkey data management system. The information provided in the RFI is subject to change and is not binding on the county. The county has not made a commitment to procure any of the items discussed, and release of this RFI should not be construed as such a commitment or as authorization to incur cost for which reimbursement would be required or sought. All submissions become county property and will not be returned.

A handwritten signature in black ink that reads "Kimberly Bush". The signature is written in a cursive, flowing style.

Kimberly Bush, CPPB