

QUESTIONS AND ANSWERS

- Q1.** How are jurors currently paid? **The Court currently processes all of the payments for jurors. We are interested in transitioning this process to the Judicial Council of California (JCC) to mirror all the other counties in California.**
- Q2.** Is San Bernardino County a One-step or two-step court or both? **One-step.**
- Q3.** What are your source(s) for the master jury wheel? **We pull from 3 different sources, Franchise Tax Board, Registrar of Voters and Department of Motor Vehicles. Combined by the JCC resulting in a single source list? The Court's IT and County IT representatives combine the source lists to remove duplicates.**
- Q4.** Attachment 2, Section 3.8: **Four-Digit Date Compliance.** Contractor will provide only Four-Digit Date Compliant Work to the Court. "Four-Digit Date Compliant" Work can accurately process, calculate, compare, and sequence date data, including without limitation date data arising out of or relating to leap years and changes in centuries. Please explain this requirement. **The year in all dates must be four-digits (e.g. 2024 not 24).**
- Q5.** Exhibit A, SOW, Section 5.1: *Contain all accounting fields required by the Court to perform jury payment functions.* Please elaborate on "all accounting fields"? **Fields including, but not limited to: Name, Address, Juror ID, Case Number, Voucher Number, Fee Type, Fee Amount, Mileage Amount, Status (Issued, Cleared, Void, Stale, Escheated), Issued Date, Issued By, Issued Printer, Cleared Date, Void Date, Voided By, Stale Date, Staled By, Escheat Date, Escheated By, Clear Error, and Alerts.**
- Q6.** Would you consider a SAAS model? **The Court would consider it, but we also need an on-premises option.**
- Q7.** Due to the proprietary nature of software, will you consider a demo of Avenu Jury on a share drive in lieu of a flash drive? **Yes.**
- Q8.** Section 7.29, SOW: Support Kiosks currently available with the Court. Jurors can scan their summons and check-in, and fill-out questionnaire on the kiosks. Contractor will utilize and support these Kiosks. We do not support hardware and many courts are choosing to use tablets/laptops in lieu of actual kiosks. If this is not acceptable, please provide more detail on the support requirements for the existing kiosks. **Tablets are acceptable.**
- Q9.** To ensure timely receipt of the bid and to promote environmentally sustainable actions in line with national trends, will the Court consider allowing vendors to submit proposals that are electronically submitted by email submission instead of paper submission? **No.**
- Q10.** Is the Court interested in summons mailing services? **The Court currently has a vendor which is responsible for printing and mailing our juror summons and traffic mailers, but you may list this as an optional service in your non-cost and cost proposal.**
- Q11.** How many years of Juror data will need to be converted? **Three years.**
- Q12.** What size is the current database size that will be converted? **Approximately 20 GB.**
- Q13.** How many users will need access to the Jury Management System? **Approximately 450.**

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- Q14.** What is the Court's desired timeline to go-live with the new system? **One year.**
- Q15.** Section 8.1.4: Does the Court require a response to the items listed in Exhibit A: Statement of Work? Or should vendors provide an overall description of the system being proposed to meet the SOW? **An overall description that encompasses the SOW requirements is acceptable.**
- Q16.** Section 8.1.5: we are happy to provide a live demonstration of our system, including reporting capabilities. However, we do not provide demonstrations via USB drives. Will the Court consider removing this requirement? **No; however, the Court will accept a shared drive demonstration in lieu of a USB drive.**
- Q17.** Item 1 – Hosting Environment: Can the County confirm they would prefer a SaaS solution? **The Court is interested in a vendor that can provide both a SaaS and on-premises option.**
- Q18.** Item 2 – Exhibit A – Statement of Work 7.2: Can the County describe the use of TDD terminals for jury management? **Disregard. Included in error. Will be removed from contract Statement of Work.**
- Q19.** Item 3 – Exhibit A – Statement of Work 7.29: Can the County provide details on what kind of kiosks a solution would need to work with? **The Court prefers a tablet.**
- Q20.** Item 4 – Cost Proposal: Does the County have specific cost tables or pricing forms for vendors to complete and submit? **No.**