

****Beginning today (May 9) the Judicial Branch will post responses to as many of the submitted questions as possible by 4:30 p.m. each day. Although the question numbers may not be in sequence, all questions will be answered. A document with all questions and responses in sequence will be posted once all questions are responded to****

134. (Sec 3.2.B.1 and 3.2.B.2) In 3.2.B.1 there is some emphasis on ease of use, "...yet providing for lawyers and citizens ease of access based on roles within the environment". In 3.2.B.2, and in several other locations in the RFP, it is made clear that electronic filers must have, at a minimum, an assigned username and password used to authenticate the user and authorization to submit. Does the State of Iowa Judicial Branch (SIJB) envision that electronic filers can register on-line without "manual approval" of an EDMS administrative user, or must an EDMS administrative user approve all electronic filers?

Response: Both registered users and registered filers will be able to register on-line without manual approval of an EDMS administrator. 5/9/07

135. (Sec 3.2.A.17 and 3.3.D.4) - There is a small, but significant discrepancy between the availability specified in these two sections. In 3.2.A.17, the requirement is "... must be available on the Internet for electronic filing and acknowledgement of filings 24 hours a day and seven days a week". In 3.3.D.4 the requirement is "... a minimum of 99.99% EDMS server's availability". The cost difference between true 24x7 availability and 99.99% availability is huge – the latter allowing for occasional scheduled maintenance and upgrade periods. Does SIJB really want a hardware infrastructure proposal supporting continuous availability with no scheduled downtime?

Response: Please refer to RFP 3.3.D.4 the entire paragraph . . . EDMS server's availability is defined as the availability of the operating system and server hardware used to support the EDMS excluding factors outside the control of the proposed solution such as facilities and/or internet service provider outages. Options and recommendations for measuring and reporting on availability as defined are encouraged. A factor to consider in architecture design includes the availability of a primary data center with secondary, geographically remote site for disaster recovery and business continuity. Please also refer to the RFP 3.2.A.10. . .The electronic storage of court records shall be redundant with business continuity strategies in mind. The vendor must provide a SAN solution in redundant data centers. Additionally the Judicial Branch intends to define standard maintenance windows in order to maintain maximum availability for the users.

136. (Sec 3.2.A.20) - This requirement seems to suggest an implementation strategy whose costs may outweigh its benefits. The requirement states "... must provide for the *pushing* of assigned court cases to the judge's PC device using the network" [emphasis by question author]. In order for EDMS to literally push information to a user's PC (or any other device), there must be application software installed on the user's device. This obviates one of the major advantages of browser-based web applications – no software to install or update on user's machines. Does this requirement really require that EDMS

“push” this information to a desktop, or would a design providing alternative, real-time notification (e-mail, cell phone, etc.) with request to log in to EDMS suffice?

Response: The Judicial Branch is looking for methods that allow a Judicial Officer to login to the Judicial Network and have her/his assigned cases with electronically filed information available to them. "Push" may be an incorrect word, as the information should be there, although if the Judicial Officer wishes to "take a copy of the file(s)" along with them electronically this capability should be available as well as the capability to return to the network at a later time and have the information they may have added or changed "flow" to the appropriate file(s).

138. (Sec 3.2.B.8) The first sentence in the Wikipedia entry for “electronic signature” is “The term **electronic signature** has several meanings.” The confusion is often made with the term “digital signature”. Again, quoting Wikipedia, “... use ‘digital signature’ to refer to a digital signature protocol using cryptographic techniques, as is sometimes applied to an 'electronic document'. Just for clarification, does the RFP’s use of “electronic signature” refer to the specification as set forth in The Uniform Electronic Transactions Act of 1999, or is there another connotation for “digital signature” in the context of this RFP?

Response: The definition for digital signature will be as set forth in the rules for electronic filing (rule 16.306). The proposed rules may be found on the Judicial Branch website.

139. (Sec 3.2.B.15 and, possibly, the preceding point) - This requirement refers to “sealing” documents and particular subsets of documents. Specifically, what is the technical requirement for such sealing? Must sealed portions of documents be electronically signed? Must they be digitally signed? Or will any design ensuring that sealed portions of documents simply cannot be edited once sealed? Once a portion of a document, or the entire document, is sealed can it be unsealed?

Response: The procedure for the sealing of documents is set forth in the proposed rules for electronic filing (rule 16.405).

142. (Sec 3.3.C.3) - What is meant by “document integrity”? What does this mean, in a technical sense?

Response: Document integrity is defined as the inability to modify the (an) original document. Adding notes to the document, redaction, or other appropriate activities performed on the document would not permanently alter it but would be managed otherwise.

145. (General) - Was there a consultant or consulting company used in the preparation of this RFP? If so, are they eligible to respond to the RFP?

Response: Work on the current RFP was handled internally by the Judicial Branch. The original EDMS study was done by DDR and that company is no longer in business.

35. Will you be posting the signup sheet and minutes of the bidder's conference on the RFP site?

Response: They will be posted on the Judicial Branch website under RFP.