

**\*\*Beginning 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\*\***

*May 17, 2007*

5. Section 3.2.A.10 refers to document storage. Can the Judicial Branch estimate document volume? Has the Judicial Branch established retention policies for electronic case files? How many years worth of storage should be included in the cost proposal?

*Response: Question # 1 - Please refer to the Clerks Stats for EDMS document posted on the Judicial Website under RFP. Question # 2 - Please refer to the answer to Question # 157. Question # 3 - Please refer to the answer to Question # 38. In addition to that we are looking to the vendors for suggestions.*

22. What “adapter framework” is section 3.4.B referring to?

*Response: Adapter framework refers to those instances where an adapter between two or more dissimilar systems is required to enable proper operations.*

40. Please provide number of users and document volumes for the identified counties in the pilots.

*Response: Document volumes can be found in the Clerks Stats for EDMS document posted on the Judicial Website under RFP. For the number of users for the possible pilot counties Clinton 60 or more, Plymouth would be 50 or more, Story 80 or more.*

45. What are the expected filing totals per year for appeals and general jurisdiction?

*Response: Approximately 2000 appeals per year from the district to the appellate court. For general jurisdiction please refer to the Clerk Stats for EDMS document posted on the Judicial Website under RFP.*

60. Chapter 3, Sec. 3.2 – A – Please share the past data around number of cases registered/filed per year.

*Response: Please refer to the Clerks Stats for EDMS document posted on the Judicial Website under RFP.*

79. What will be the average size of the document?

*Response: Please refer to the Clerks Stats for EDMS report on the Judicial Branch website under RFP.*

80. Please give the distribution of the documents in terms of size: (a) less than 100 kb, (b) around 1 MB, (c) around 5 MB

*Response: The Judicial Branch does not have the data in the format requested in this question. However, please refer to the Clerks Stats for EDMS report posted on the Judicial Website under RFP.*

140. (Sec 3.2.B.24) Ahh, the usual RFP responder's dilemma. In order to provide a reasonably accurate estimate of the infrastructure required to meet the performance requirements (e.g., 99.99% availability), additional information on the expected load on the system is required.

How many documents per year will be filed with the EDMS and what is the average size of the documents in MB's?

What is the anticipated number of users of the system, i.e., the total number of registered users?

What is the expected number of concurrent users of the system, i.e., how many concurrent logins to EDMS should be supported (with industry standard response times)?

How many concurrent transactions should EDMS be able to support? In other words, how many simultaneous requests from logged in user's browsers should the system support (with industry standard response times)?

*Response: Question # 1 - Please refer to the document Clerk Stats for EDMS posted on the Judicial Website under RFP. We do not have the data on average size in MB. Question # 2 & # 3 - refer to the answer to Question # 37. Question #*

*4 - We do not know the number for concurrent transactions, but it could be unlimited.*

148. The State of Iowa currently owns software (OnBase) from the company Hyland. The OnBase Software has Enterprise Document Management, Document Imaging, Workflow Management, Records Management and Application Extender Modules. What is it about the Hyland software that does NOT meet the requirements and or needs of this RFP?

*Response: This product was purchased for an imaging project within the IT offices. We are looking to the vendors to suggest solutions.*

165. 3.2.A.4 - What are the major business practices being utilized by legal practitioners in Iowa that must be enhanced?

*Response: Law firms are doing more and more electronically from storage to research. Additionally, general public access to nonconfidential files or documents electronically; ability of registered users to view and download nonconfidential files and documents; opportunity for registered filers (such as lawyers) to view and download any nonconfidential files and documents, and all documents in cases in which they are a party, from the convenience of their homes or offices.*

191. What are the expected numbers of filings by county by fiscal year from 2007 through 2011?

*Response: Please refer to the Clerk Stats for EDMS report posted on the Judicial Branch Website under RFP. Please refer to the response to Question # 38 on staggered cost and sizing.*

192. What type, size, and number of filings are required between the intermediate Court of Appeals and the Supreme Court?

*Response: The Supreme Court Clerk handles all appeals for both the Appeals and Supreme Court. Please refer to the response to Question # 45. The size of documents received at the Supreme Court Clerk's office varies widely, from 2 pages to 1000(+) pages depending on the appeal.*

210. Are there any software products or technologies in use elsewhere at the State which the Judicial Branch has examined and definitely would or would not want to consider using in this project?

*Response: No.*

212. Pg. 21, Item 2.31: Warranty Period Required – For the required one year warranty period, will the State agree to pay for that support period? What must this warranty cover? Is this limited to the customer implementation services or is the intent to cover the EDMS software and associated hardware needed to host the proposed environment?

*Response: Question # 1 - This should be included in the response. Question # 2 - This warranty covers software and integration. Question # 3 - Hardware should be covered by the Hardware warranty.*

214. Pg. 26, Item 6: Electronic Filing Repository – What is the volume of electronic filings that must be provided for? What is the retention period that must be addressed? Will the State accept storing these filings on a magnetic storage device such as provide with a SAN? Will the State agree to procure that SAN outside the requirements of this RFP?

*Response: Question #1 – Please refer to the Clerks Stats for EDMS document posted on the Judicial Website under RFP. Question # 2 – Please refer to the answer to Question # 157. Question # 3 – The Judicial Branch will not accept storage on magnetic tape, or platter type devices. Question # 4 – Please refer to the RFP Section 2.32.D, 3.2.B.24, and 3.4.D.4.*

219. Pg. 27, Item 21: Training – Can the State indicate the number of users and locations in which the requested training would occur? Does this training consist of end-user training or would this also include product training for administration and development of the EDMS software?

*Response: The selected vendor is intended to be responsible for training the 3 pilot locations on process and documentation, as well as product training for administration and software development training. Training for the pilot counties is planned in those counties. The administration (if you are asking about product*

*administration) and development training would take place in the Judicial Branch Building in Des Moines. Please refer to the RFP Section 3.3.B.1(f) also.*

229. Pg. 30, Item B.1: Implementation – Can the Judicial Branch provide additional workload parameters for the sizing of the EDMS deployment for the three locations?

*Response: The final Pilot counties will be selected around June 1st. Please refer to the document Clerks Stats for EDMS posted on the Judicial Branch Website under RFP for volumes.*