

Illinois Supreme Court Reviewing Courts' CMS	
RFI Compiled Questions and Answers - Revised May 16, 2012	
Questions	Answers
General Questions	
1	<p>Is a subsequent Request for Proposal (RFP) going to be issued for the Reviewing Courts' CMS following the receipt of the RFI proposals and, if so, what is the time frame?</p> <p>At this time, there are no plans to issue a subsequent RFP. Plans are to review and use the information and proposals received from the RFI to quickly move forward with a contract for rewriting the CMS. An RFI was chosen to allow vendors to offer ideas and technologies within a given framework so that the Court could choose how best to move forward with a Reviewing Courts' CMS and associated modules.</p>
2	<p>Does this RFI relate to the e-Filing RFI posted last year.</p> <p>Please note: Electronic copies of the <u>Vendor Bid Certifications</u> and <u>Standard Vendor Agreement for Goods and Services</u> are available on the Court's Website (with this RFI) so potential vendors can see the contracts and Bid Certifications required for bids and with any contract.</p> <p>The Reviewing Courts' case management system RFI is independent of other projects targeting the Supreme and Appellate Courts and focuses on the rewrite of their existing CMS. Additional modules are defined which are necessary to expand the features of and access to the Reviewing Courts' case information.</p>
3	<p>There was an RFI put out last year for E-Filing for Supreme Court, but this Reviewing Courts' CMS RFI also includes an E-Filing module option. Does this mean that there is no longer a separate effort to implement e-filing in the Supreme Court?</p> <p>The Court approved electronic filing in the Supreme Court as a pilot project and continues to review and approve e-Business applications in the trial courts. This RFI focuses on the design and development of a Reviewing Courts' case management system that includes, as an option, an e-Filing module for use in the Reviewing Courts.</p>
4	<p>What source of funding will be used to finance the Reviewing Courts' CMS effort?</p> <p>The Supreme Court will fund this project through its budget. Any specific funding sources will be managed by the Court, internally.</p>
5	<p>Will the Requirements Gathering sessions be held at the central location?</p> <p>The Springfield office may be used for most of the meetings, but there may be times when travel to other judicial / court clerks offices is necessary to gather information and gain an understanding of the workflow and processes used through out the state.</p>
6	<p>The existing software and architecture as defined seems to be missing a reporting and content management component. Is the vendor to recommend and include these products in their proposal or is it envisioned that these components will be custom defined and built?</p> <p>Before the development of the new CMS begins, the 'build' versus 'buy and customize' assessment will need to occur. Recommendations on any missing component(s), including hardware, software, and licensing is welcomed. This information will assist in the assessment, defining the requirements and exploring alternatives.</p>
7	<p>Does the AOIC have an existing disaster recovery hardware and software that the vendor can leverage or are we to assume the Disaster Recovery components are net new licenses / software / hardware for the existing infrastructure plus whatever software we determine is needed for our solution?</p> <p>In order to clearly define what is necessary to stand up a Reviewing Courts' CMS, including disaster recovery, the vendor should assume net new licenses, software and hardware. Once these requirements have been identified, we can then review existing hardware, software, and capacity to vest in the existing systems for use with the new CMS.</p>
8	<p>Are financial transactions related to the filing of appeals included within the desired solution or will they be handled external to this application?</p> <p>External service providers can be considered for use in processing payments and transactions in an e-Filing module.</p>
9	<p>Can we assume that appeals from the lower courts will include (in most cases) as a subset of the case management records attached to the lower court's case?</p> <p>Yes, minimal lower court record information will be required and inputted into the CMS as it relates to a specific case initiated in a Reviewing Court, however; proposed case managements systems maintained by the Reviewing Courts will not be linked together.</p>
10	<p>Will any cases be filed external to the lower court (i.e., directly from case participants)?</p> <p>Yes</p>
11	<p>Can we assume that the creation of appeal cases will need to include manual filings as well as e-Filings?</p> <p>Yes, based on current practice.</p>
12	<p>Will imaged documents be required to be searchable?</p> <p>Yes. Searchable PDF documents are required.</p>
13	<p>Will imaged documents require file stamps to be attached / added (visual and data)?</p> <p>Yes, a number of different types of stamps (alpha and numeric) will need to be added to a document</p>
14	<p>Will there be a need for electronic judicial officer and clerk signatures on all filed and generated documents from the CMS application?</p> <p>Yes</p>
15	<p>What are the requirements for response transactions back to the lower court? (i.e., filing dates, hearing dates, findings, dispositions, status, etc.)</p> <p>Ability to generate reports developed in the CMS which contains unique language and data compiled from fields in a CMS relating to i.e., initiation and disposition of cases.</p>
16	<p>Is there a mobile requirement for the CMS?</p> <p>Yes. Support for mobile devices is important.</p>
17	<p>Will consideration be given to developing the CMS using a SQL database platform instead of an Oracle environment?</p> <p>Although the use of an RFI was intended to allow potential vendors to offer ideas and technologies, the Court is vested in an existing Oracle hardware, software, and annual licenses for Oracle. In addition, internal technical staff are knowledgeable of the Oracle environment. The new CMS was intended to leverage these resources.</p>
18	<p>Does the current license held by the Court cover multiple database instances on multiple servers?</p> <p>Yes - An Oracle Enterprise Database license exists for the existing Oracle database platforms. The Oracle software is licensed by the server's processors (not named user).</p>
19	<p>Will the State communication network allow VPN access between various court offices?</p> <p>The Court has the ability to support VPN tunnels via the Internet and its internal WAN. As well, trial court offices do exchange information with the Court's data center using an internal portal/digital certificate. However, at this time, dedicated connections (VPN, private, etc.) do not exist between each trial court office and the Court's data center.</p>
20	<p>Does the Court have a preference for a particular hardware or software platform, i.e., Windows Linux or IBM?</p> <p>The need and specifications for additional hardware and software will be assessed with each proposal. The Court's current hardware and software platform is an Intel, Red Hat Linux, Oracle environment.</p>
21	<p>Does the Court prefer an Internet / Intranet or Client/Server-based solution?</p> <p>Internet-based solutions (that support mobile devices) are preferred to client/server. It is anticipated that some of the modules described in the RFI may be internal to the Reviewing Courts (Intranet, but web-based) while others will need to be available from the Internet.</p>

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22	The RFI mentions the 'urgency of this project'. Could you provide some background and more detail as to this urgency and its effect on the selection of a vendor and project scope?
	Only with the completion of the information gathering phase and delivery of the requirements document (timeline and costs) will the Court have the information necessary to determine an implementation priority, schedule, and plan. It is important for the selected vendor to have resources available to begin gathering information and compiling requirements from end users and stakeholders on the functionality of the CMS and related modules.
23	What is the word processing program used in the Reviewing Courts?
	The Reviewing Courts currently use Word Perfect for their court documents. However, offices also have the use of Microsoft Office (Word).