



**STATE OF TENNESSEE
ADMINISTRATIVE OFFICE OF THE COURTS
REQUEST FOR PROPOSALS # AOC-30227-2022-0002
AMENDMENT # 1
FOR STATEWIDE COMPREHENSIVE TRIAL COURT eFILING
IMPLEMENTATION STUDY**

DATE: September 30, 2022

RFP # AOC-30227-2022-0002 IS AMENDED AS FOLLOWS:

1. This RFP Schedule of Events updates and confirms scheduled RFP dates.

EVENT	TIME (central time zone)	DATE
1. RFP Issued		September 16, 2022
2. Disability Accommodation Request Deadline	2:00 p.m.	September 21, 2022
3. Notice of Intent to Respond Deadline	2:00 p.m.	September 22, 2022
4. Written "Questions & Comments" Deadline	2:00 p.m.	September 27, 2022
5. State Response to Written "Questions & Comments"		September 30, 2022
6. Response Deadline	4:00 p.m.	October 7, 2022
7. State Completion of Technical Response Evaluations		October 12, 2022
8. State Schedules Respondent Oral Presentation or Field Test		October 13, 2022
9. Respondent Oral Presentation or Field Test	8 a.m. - 4:30 p.m.	October 14, 2022
10. State Opening & Scoring of Cost Proposals	2:00 p.m.	October 17, 2022
11. State Notice of Intent to Award Released <u>and</u> RFP Files Opened for Public Inspection	2:00 p.m.	October 18, 2022

12. End of Open File Period		October 25, 2022
13. State sends contract to Contractor for signature		October 26, 2022
14. Contractor Signature Deadline	4:00 p.m.	October 27, 2022

2. State responses to questions and comments in the table below amend and clarify this RFP. Any restatement of RFP text in the Question/Comment column shall NOT be construed as a change in the actual wording of the RFP document.

RFP Section	PAGE #	QUESTION/COMMENT	STATE RESPONSE
	Pg. 32-35	Since RFP # AOC-30227-2022-0002 ("0002") is a re-issue of RFP # AOC-30227-2022-0001 ("0001") with minimal changes to scope needs, will the State please consider extending the acceptance of any previously submitted/accepted 0001 reference forms to count towards 0002 submissions? This would allow 0001 respondents to forgo re-engaging their reference contacts to request identical information and actions, as the reference form would already be with the State.	Respondents may use the same references from the previously cancelled RFP but respondents are responsible for resubmitting or submitting any desired references.
	Pg. 4	Given that only 11 out of 300 courts have implemented eFiling, with 20 additional planned, should change management approaches be a part of the effort and recommendations included in the report?	After the contractor completes the required assessment, the contractor will prepare a comprehensive Report that includes among other things an implementation roadmap and a communications plan. The State used broad language in the RFP and Respondents should interpret the RFP accordingly when responding.
	Pg. 4	Confirm 95 counties and over 300 courts. Is this due to every county having every (or almost every) type of court?	Yes. Pursuant to the TN Constitution, Tennessee's 95 counties are divided into 32 judicial districts. Within each district are circuit and chancery courts. Judicial districts also have legislatively enacted courts including criminal, probate and limited jurisdiction courts such as general sessions and juvenile courts.

	Pg. 3-4	<p>The background section lists some significant risks to the overall effort of implementing one eFiling system:</p> <ul style="list-style-type: none"> • “The TnCIS” case management system is currently partially integrated with only one vendor’s eFiling system... “ • “The courts that do not use TnCIS ... integrate based on their different system’s capabilities.” <p>Would the report also include possible recommendations for implementing a new CMS or a review of TnCIS to ensure appropriate data integration? New “systems” are contemplated in bullets on pages 2-3, but not specifically case management systems.</p>	<p>The RFP is clear that the contractor should assess the current case management uses across the state as it assesses the needs of the State to enable a statewide eFiling solution and statewide court data collection. The State used broad language in the RFP and Respondents should interpret the RFP accordingly when responding.</p>
	Pg. 3, 5 th bullet	<p>Would cost estimates also include on-going costs to support and maintain the system and its users?</p>	<p>The State used broad language in the RFP and Respondents should interpret the RFP accordingly when responding.</p>

3. RFP Amendment Effective Date. The revisions set forth herein shall be effective upon release. All other terms and conditions of this RFP not expressly amended herein shall remain in full force and effect.