

ADMINISTRATIVE OFFICE OF THE COURTS

QUESTIONS AND ANSWERS

RFP# CLASP LNS2015

2015 Language Need and Interpreter Use Study,

October 28, 2013

1. Are there personnel in AOC who monitored the effort and resources devoted to data entry for the Court Interpreter Data Collection System (CIDCS) and other databases during the time period from 2009 to 2013?

Answer: No personnel at AOC monitor the data entry effort and resources for CIDCS or other databases at any time.

If so, can reliable information be provided to the contractor about the quality and completeness that can be expected of the CIDCS and other databases over that time?

Answer: Since the AOC does not monitor the data entry effort and resources for CIDCS or other databases, there is no way to know the characteristics of the data until the data is obtained and analyzed.

2. Should a bidder anticipate that the quality, completeness and format of CIDCS data from 2009 to 2013 will be the same as the 2004 to 2008 data are described in the 2010 report?

Answer: There is no requirement that courts enter data to CIDCS, however most courts collect interpreter data and enter it into CIDCS. There is no way to know the characteristics of the data until the data is obtained and analyzed. With that said, the AOC has staff that is very adept at working with CIDCS. The project manager, a senior research analyst, is currently in the process of having all relevant CIDCS data for this study extracted and will be made available to the contractor.

3. Should a bidder anticipate that the quality, completeness and format of data from the Orange county systems, the Reporter Interpreter Tracking System (RITS) and Vision, will be the same as they are described in the 2010 report?

Answer: It is unknown at this time. There is no way to know the characteristics of the data until the data is obtained and analyzed. Project staff are currently in the process of determining what courts should be sampled, as well as identifying independent data systems that the consultant may need to request the AOC to extract data from in order for the consultant to perform its analysis.

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4. Should a bidder anticipate that the quality, completeness and format of data from the Los Angeles county data sources, the Information Management System (IMS) and the Daily Activity Logs (DALs), will be the same as they are described in the 2010 report?

Answer: It is unknown at this time. There is no way to know the characteristics of the data until the data is obtained and analyzed. Project staff is currently in the process of identifying independent data systems that the consultant may need to request the AOC to extract data from in order for the consultant to perform its analysis. The consultant may be required to obtain data from independent systems—such as daily logs depending on the data obtained from CIDCS from 2009 through 2013.

5. The RFP specifies, at 2.10 on page 8, that the contractor will submit monthly progress reports to the "Project Lead," and at 2.11 on the same page that the "AOC Project Manager will be responsible for managing and coordinating all Project activities." What relationship do these roles have to each other? Does the Contractor also report to the Project Manager at certain intervals?

Answer: The wording has been corrected to read "Project Manager". Please see Addendum 1 of this RFP.

6. Request for modification: We request that the due date for Deliverable #1 (2.7.1 on page 6 of the RFP) be changed from "December 31, 2013" to "within 30 days of the contract start date." We believe that this requested change is appropriate, because the RFP Timeline (3.1 on page 9) identifies several dates up to and including the Contract start date as estimates. If the Contract start date remains as estimated, December 1, the due date for Deliverable #1 will be essentially unchanged by this modification.

Answer: For the purposes of this RFP, Deliverable #1 due date has been changed to "within 30 days of the contract start date." However to avoid any ambiguity, the final contract will contain a calendar due date. See Addendum 1 to this RFP.

[END OF QUESTIONS AND ANSWERS]