



September 13, 2006

**REQUEST FOR CONSULTANT QUALIFICATIONS FOR EVALUATION OF
DALLAS COUNTY'S JAIL POPULATION AND IDENTIFICATION OF
POPULATION REDUCTION OPPORTUNITIES**

RFQ NO. 2006-142-2303

GENERAL INFORMATION No. 1

*THIS DOCUMENT IS BEING PROVIDED FOR GENERAL INFORMATION
PURPOSES ONLY (THIS IS NOT AN ADDENDUM)*

The Dallas County Purchasing Department has received and hereby provides for general information purposes only the following questions and the County's responses.

(Note: Due to time constraints, Dallas County will not be responsible for ensuring confirmation vendor receipt of this and/or any further acceptance of and/or responses to future questions prior to the bid opening date.)

Question No. 1: What databases and electronic systems are in place to provide relevant data to the vendor for this project?

Response: *Adult Information System and Mainframe*

Question No. 2: Is data available in an electronic format that will allow the vendor to identify, count, and verify:

a. Intakes to, and releases from, the correctional system by day, month and year?

Response: *yes*

b. Inmate status such as pre-trial, sentenced, awaiting transfer to another facility, held in lieu of bond, or other conditions that would explain why they are incarcerated?

Response: *yes*

c. The facility's design capacity and its operating capacity?

Response: *yes*

d. The amount and conditions of bond?

Response: *yes*

e. The average length-of-stay within the facility?

Response: yes

f. Release dates to assess the on-going demand for bed capacity?

Response: yes

g. Inmate classification?

Response: yes

h. The actual charge(s) against the defendant and outstanding charges against the defendant?

Response: yes

i. Parole or probation status?

Response: yes

j. Court hearing dates?

Response: yes

k. Other data that would facilitate the capacity of the vendor to understand and accurately describe the flow of inmates into, and out of, the facility?

Response: yes

Question No.3: Is there an existing, multi-agency database system that integrates data across the system of justice, or will the vendor access data from separate systems within each agency including police, prosecution, court and corrections data?

Response: Adult Information system handles inmate booking and housing information. Mainframe handles Court and disposition information.

Question No. 4: What are the know limitations to the existing data and to what extent will those limitations impact the reliability of the vendor's analysis?

Response: Identifying limitations to the existing data will be a part of the evaluation process for the selected vendor.

Question No. 5: Are there inter-agency agreements in place that will permit vendors access to existing data or do they need to be created?

Response: Background checks are required for anyone accessing the data.

Question No. 6: Are there technical, or political, barriers that will restrict the vendor's access to relevant data?

Response: No barriers are foreseen to accessing existing data.

Question No. 7: Will the vendor be required to develop its own database? If so, how will the data be provided to the vendor?

Response: No

Question No. 8: Is there a centralized body, such as a criminal justice coordinating commission, that can serve as a point of information and communication to the larger criminal justice / public safety community?

Response: There is no specific centralized body, but existing Dallas County staff will facilitate communication with the larger criminal justice / public safety community.

Question No.9: Will the vendor have access to the database administrators managing the systems and if so, will local administrators provide reports at the request of the vendor from their systems or will the vendor develop its own management reporting systems?

Response: Dallas County will provide relevant IT systems support that will include access to Mainframe developers and other resources.

Question No.10: In addition to electronic data, will the directors of key stakeholder agencies be available for structured and unstructured interviews as part of the data gathering / data assessment phase of the project?

Response: Dallas County staff will facilitate access to stakeholders.

Question No.11: Will the vendor have access to agencies and individuals who can describe:

a. Existing community-based correctional programs and services?

Response: yes

b. Other ancillary services that might serve to reduce the jail population?

Response: yes

c. Current policies that could adversely, or positively, impact the population of the jail?

Response: Current policies will be made available, but evaluation of the impact of those policies will be a part of the vendor's evaluation of the local justice system

Question No.12: What is the anticipated time frame from award to completion of the project?

Response: Prospective vendors should include a proposed time frame as part of their response to this RFQ

Question No. 13: Will there be a dedicated project manager responsible for facilitating access to data, stakeholder agencies, and individuals?

Response: yes

Question No. 14: What is the budget for this project?

Response: The budget will be developed as part of the contract negotiation process with the selected vendor

Question No. 15: Should a vendor assume we will have ready access to electronic data, or should the vendor assume it will have to build its own automated system from data to be provided by the county? We are attempting to determine how accessible and robust your data is, this will greatly aid in our scope and approach to doing the work.

Response: This question is answered in more detail in prior questions. The vendor will have access to existing Dallas County data systems.

Question No. 16: Does the county have a vendor in place providing similar/related services? Is so, whom?

Response: no

Question No. 17: To what extent will the contractor be able to rely on automated inmate data available from the court and jail, and to what extent will the contractor have to conduct independent data collection? More specifically,

- a. What inmate information is included in the automated jail records, and what information is available only in paper records?

Response: This question has been answered in some detail in previous questions. Additional analysis of data collection capabilities and needs will be part of the selected vendor's evaluation process.

- b. What inmate information is included in the automated court records?

Response: This question has been answered in some detail in previous questions. Additional analysis of data collection capabilities and needs will be part of the selected vendor's evaluation process.

- c. Are there common identifiers in the jail and court records to allow individual inmates to be tracked in both data sets?

Response: Yes

- d. Can the jail and court automated record data sets be merged for the purposes of analysis?

Response: Merging these two systems is part of Dallas County's current information systems plan. It is not expected that this merging of data will be complete within a time that will benefit the selected vendor for this evaluation.

- e. What access will the contractor have to each automated data set?

Response: This question has been answered in some detail in previous questions. Additional analysis of data collection capabilities and needs will be part of the selected vendor's evaluation process

Question No. 18: Have there been other recent studies of the Dallas County jail, and if so, can these be made available to prospective bidders prior to the submission of a proposal?

Response: There have been no recent studies of the Dallas County jail.

Question No. 19: What benchmarking does the county want? Specifically

- a. What other large counties in Texas need to be considered?

Response: Proposed benchmarking should be part of the vendor's response to the RFQ.

- b. What counties nationwide need to be considered?

Response: Proposed benchmarking should be part of the vendor's response to the RFQ.

- c. On what basis is the benchmarking to be made? Comparable alternative sentencing or pretrial release programs? Comparisons of jail populations and inmate profiles? Other?

Response: Proposed benchmarking should be part of the vendor's response to the RFQ.