



Office of the Administrative Director – Financial Services Division

THE JUDICIARY • STATE OF HAWAII • 1111 ALAKEA STREET, 6TH FLOOR • HONOLULU, HAWAII 96813-2807
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May 17, 2011

MEMORANDUM

TO WHOM IT MAY CONCERN

FROM: Janell Kim
Financial Services Administrator

SUBJECT: ADDENDUM NO. 3
REQUEST FOR PROPOSAL J12005
TO FURNISH ELECTRONIC MONITORING SERVICES
FOR THE JUDICIARY, STATE OF HAWAII

Transmitted herewith is a copy of Addendum No. 3 for your review. A copy of this Addendum is also available from our Judiciary web page at <http://www.courts.state.hi.us>. An amended Proposal form is included in this addendum.

Please direct questions to Ms. Liesje Cattaneo of the First Circuit Court at (808) 539-4535 or email Liesje.F.Cattaneo@courts.state.hi.us

Janell Kim
Financial Services Administrator

ADDENDUM NO. 3
REQUEST FOR PROPOSAL J12005
TO FURNISH ELECTRONIC MONITORING SERVICES
FOR THE JUDICIARY, STATE OF HAWAII
May 17, 2011

The items listed hereinafter are hereby made a part of Request for Proposal J12005 for the above project and shall govern the work taking precedence over previously issued specifications governing the items mentioned.

The following questions and answers are in response to questions by prospective proposers concerning Request for Proposal J12005.

1. Will the Judiciary please extend the proposal due date two weeks to allow adequate time to prepare a quality response given the timeline of the response to vendor questions and shipment of the proposal to Hawaii?

The Judiciary is acceptable to extending the due date. The amended due date for the Proposal is June 1, 2011, 4:00 p.m. HST. The Contract Award date (July 6, 2011) and Commencement of Work date (August 15, 2011) are also amended and reflected in the Significant Dates Section of the RFP.

2. On page 16, Monitoring Center Requirements, c, #1, the Judiciary asks for the availability of the contractor to perform data entry, including enrollment, curfew/schedule modification, equipment assignment and configuration, and termination. Does the Judiciary plan to request these actions for each client?

The Judiciary does not plan to request these actions for each client. The Judiciary staff will perform data entry; however, there may be urgent circumstances that require requesting the assistance of the vendor in exceptional cases.

3. On page 5, Requirements for a One-Piece GPS Tracking System, #11, the Judiciary requires a one-minute AFLT interval option. Please remove the language "every one-minute" from this specification as the third-party vendor, Sprint, does not allow this frequency of collection. would the judiciary please change the 1 minute AFLT requirement to 15 minutes? In the industry, AFLT acquisition occurs every 15, 30 or 60 minutes.

That is an error and the specs are amended to require every 15 minutes, every 30 minutes, and every 60 minutes AFLT.

4. On page 5, Requirements for One-Piece GPS Tracking System, #11, the Judiciary requires the system to incorporate a technology “similar” or equal to Advanced Forward Link Trilateration (AFLT). Due to the cost differences between vendors able to offer AFLT to any “similar” technology, please require AFLT for one-piece GPS systems or define the preference given in section 3.8 Evaluations.

The specs were revised to ‘should’. In regards to the evaluation, vendor should propose technologies and costs and the Judiciary will score accordingly.

5. On page 2, Scope, the Judiciary specifies that “80 percent of the units supplied remain active” implying a 20% spare allowance for all equipment. However, on page 17 (d), the Judiciary requests a 10% spare level. Please confirm the requested level of spare allowance.

The Judiciary requires a 20% spare level of equipment. The Specs are amended to reflect the 20% level.

6. Page 23, Method of Award, allows vendors to bid on any or all items required by the bid. Please define how vendors bidding all items will receive preference in section 3.8 Evaluation.

There will be no preference and/or advantage given to vendors who bid on all of the items. All proposals will be scored based on the criteria set forth in Section 8. Evaluation.

7. Both one- and two-piece GPS designs are available to monitor in active or passive modes as required by the specifications. Please revise number 3(a-d) of the Proposal prices to reflect:
 - 3a – GPS Monitoring – One Piece Active
 - 3b – GPS Monitoring – One Piece Passive
 - 3c – GPS Monitoring – Two Piece Active
 - 3d – GPS Monitoring – Two Piece Passive

The Proposal Price form is revised to reflect the appropriate GPS Monitoring equipment.

8. On page 13, Requirements for a Transdermal Alcohol Monitoring System, #1, the Judiciary requires a receiver that detects the transmitter's signal and reports the monitoring data to the central monitoring computer. Does this requirement require Transdermal Alcohol Monitoring units to have a curfew component?

No, the Judiciary will not require the Transdermal Alcohol Monitoring Units to have a curfew component.

9. On page 13, Requirements for a Transdermal Alcohol Monitoring System, #5, the Judiciary requires cellular communication methods. Please revise the Proposal prices to add number 6a, Transdermal Alcohol Monitoring – Cellular.

The Judiciary does not require cellular communication methods for Transdermal Alcohol Monitoring. It may be added as an additional option on the Proposal Price form.

10. The Judiciary requires three sets of the completed proposals in the options of hard copy, pdf format, flash drive, or email. Please confirm that contractors can choose one of these delivery methods and is not required to adhere to all.

Each vendor may choose either one of the listed options (hard copy, pdf format, flash drive or email) in submitting their proposal. It is not a requirement that a hard copy be submitted in addition to any other format. However, the bidder is responsible to submit their proposal in whatever format no later than the due date stated in the significant dates section of the RFP.

11. Has this or any other RFP been issued in the past and if so can you please provide the details of the contract regarding the rates?

There was a bid in 1992 to procure electronic monitoring services. It has been amended and evolved to include other types of monitoring. Currently the type of services provided and costs are:

- Standard EM: Unit rental - \$1.75 per Unit per active day
Monitoring Service - \$2.00 per Unit per active day
Drive-BI monitor - \$1.90 per Unit per active day additional
- Sobrietor: Rental - \$2.39 per unit, per day for company inventory
Monitoring service - \$1.18 per unit per day. Total daily rate \$3.57
- Sobrietor in Conjunction with EM units:
\$1.90 per unit, per day for company inventory
\$1.18 per unit, per day.
Total daily rate \$3.08 (added to daily rate for actively monitoring home detention)

- Cellular: \$3.50 per day added to Active HomeGuard Unit rate
- VoicelD: \$1.95 per day for up to four (4) call per Client per day, additional \$0.49 for each call per Client over four (4) calls.
- Exacutrack: Tracker & Transmitter charge:
 - \$2.14 per day per Unit from co. inventory
 - Base Station charge: \$1.69 per day per Unit from company inventory
 - Service charge: \$1.05 per day per Unit from company inventory
 - Total \$4.88

12. Will the Judiciary consider awarding the RFP to more than one company providing different services?

Yes, The Judiciary may award separate contracts to individual companies to provide the various requested offender monitoring services.

See Section 3.10, Method of Award, which states: Award, if any, will be made to the Offeror(s) whose proposal is determined to be acceptable and qualified and the most advantageous to the Judiciary for each category of service taking into consideration unit price and the evaluation factors set forth in the request for proposals.

Offeror may bid on any or all categories of services but is not required to bid on all items to be considered for award.

Modifications to SECTION ONE – INTRODUCTION

The following item of this section shall be amended to read:

1.2. SIGNIFICANT DATES

The significant dates for this project are as follows:

	Amended Dates
ADVERTISEMENT	April 18, 2011
DEADLINE FOR QUESTIONS	May 2, 2011
RESPONSE TO WRITTEN QUESTIONS	May 9, 2011
PROPOSALS DUE:	BY JUNE 1, 2011 , 4:00 p.m. HST
CONTRACT TO BE AWARDED:	JULY 6, 2011
COMMENCEMENT OF WORK:	AUGUST 15, 2011

Modifications to SECTION TWO – SPECIFICATIONS

The following items of this section shall be amended to read:

2.2. SPECIFICATIONS

A. Minimum Contractor Qualifications

1. The Contractor **should** be ISO 9001: 2008 certified for Design, Production, Installation, and Servicing of Electronic Monitoring Products and Electronic Monitoring Services. The Contractor must provide a copy of this Certificate with its response.

B. Software Requirements

1. Judiciary staff must be able to monitor participants from a computer that incorporates Internet Explorer. ~~Each staff member needs only one userID/password to access the monitoring software for all levels of monitoring.~~

3. System **should** allow simultaneous alert notifications to multiple individuals.
6. Judiciary staff **should** be able to set grace periods for certain violations before the system generates a violation notification. Grace periods must be customizable at the participant level.
15. Judiciary personnel **should** be able to make the schedules active or inactive without having to delete schedules.
16. The software **should** allow officers to review their active caseload. ~~on one page.~~
19. Violation notifications **should** be sent by alphanumeric paging, ~~and email or fax.~~
20. Judiciary personnel **should** be able to make notes in the software about any alert that a client generates, with the note being attached to the alert.
21. Judiciary personnel **should** be able to close one or all alerts, and track who closed an alert.
22. The software **should** allow Judiciary personnel to "ping" a cellular-based GPS unit. That is, Judiciary personnel **should** be able to request that the unit immediately send its current location information to the central monitoring computer. The software **should** then provide a map to display the location.

C. Requirements for a One-Piece GPS Tracking System

1. Device **should** be waterproof. Device must be durable and shock-resistant.
6. Device shall include a method to notify participants of battery level during charging.
8. The system must be able to automatically notify client of certain events, such as low battery or battery recharged. ~~Voice messages must be available in English and Spanish.~~
10. Judiciary staff **should** be able to view the rate at which the device collects GPS data and the rate at which the device communicates the data to the central monitoring computer.
11. System **should** be able to track indoors and **should** incorporate a technology similar or equal to an Advanced Forward Link Trilateration (AFLT) capable system. Contractor must specify AFLT collection rate in cost proposal for AFLT

intervals of every **15 minutes**, every 30 minutes, and every 60 minutes.

D. Requirements for a Two piece Active GPS Tracking System

2. Home Unit Requirements

- d. The base station **should** have two internal antennas to increase reception and decrease false out-of-range alerts.

E. Active GPS Portable Tracking Unit Requirements

~~11. The tracking unit must be able to detect if the tracking unit is in motion.~~ [delete]

- 13. The tracking unit must include notification to indicate when GPS is lost, the transmitter is out of range, or the cellular service is not available. ~~Judiciary personnel should be able to enable or disable these icons through the software interface.~~

- 16. ~~The tracking unit must be able to display pre-set text messages for violations to communicate violation information to the client. The message display features shall be adjustable by Judiciary personnel.~~ [delete] and replace with:

The tracking unit should provide an effective method of communicating with the client. i.e. text message, voice communication, or other means. Please describe.

- 17. ~~Judiciary personnel must be able to send scheduled pre-defined text messages to the client's tracking unit, as well as on-demand free-text messages.~~ [delete]

~~18. The tracking unit must include a method for clients to acknowledge that they have received and read alert text messages and on-demand messages. This acknowledgement shall be time-stamped, stored, and available for Judiciary personnel to review through the software interface.~~ [delete]

F. Requirements for a Passive GPS Tracking System

- 13. The tracking unit **should** be able to store up to 1,000 GPS points in memory.

G. Requirements for RF Monitoring

2. Home Unit Requirements

- e. The receiver/monitor **should** have dual internal antennas that will maximize the receiver/monitor's ability to detect the transmitter signal within the participant's home.

H. Cellular Home Unit Requirements

- 6. The receiver/monitor **should** have dual internal antennas that will maximize the receiver/monitor's ability to receive the transmitter signal within the client's home.
- ~~12. Each receiver/monitor shall detect other transmitters as guest detect when detected. [delete]~~

I. ~~Portable Monitoring Units [delete entire section]~~

- ~~1. Contractor shall offer portable monitoring units, which can be hand carried or used in an automobile to detect and identify nearby clients who are wearing a transmitter.~~
- ~~2. The portable unit must receive signals from transmitter units at a range of approximately 300 feet.~~
- ~~3. The portable unit must receive signals from a transmitter (when in range) regardless of where the transmitter is located (e.g., home, work, meetings).~~
- ~~4. The portable unit shall provide Judiciary staff with the tamper status of the transmitter and the battery status of the transmitter when a transmitter signal is detected.~~
- ~~5. The portable monitoring unit must operate from both an internal battery and be powered from the car's cigarette lighter.~~
- ~~6. The portable unit must be supplied with a short whip antenna.~~

2.3. Customer Support Requirements

- d. At no additional cost, the Contractor shall supply a **20%** spare level of equipment to be maintained at the Judiciary's office for use as immediate replacements, when needed.

Modifications to SECTION TWO – SPECIAL PROVISIONS

The following items of this section shall be amended to read:

SECTION THREE SPECIAL PROVISIONS

3.9. PROPOSAL PREPARATION

b. Proposal Quotation Proposed prices shall include a **5% allowance for lost, stolen and/or damaged units and any other** costs to furnish Offender monitoring services as detailed in the Specifications. Total Proposal Amount shall also include all applicable taxes and all expenses necessary to provide services during the duration of the contract. Work to be done under this contract is a taxable transaction and Contractor receiving award for this work will be required to pay the State of Hawaii General Excise tax.

SECTION FOUR PROPOSAL FORM

REQUEST FOR PROPOSAL J12005
TO FURNISH OFFENDER MONITORING SERVICES
FOR THE JUDICIARY
THE JUDICIARY, STATE OF HAWAII
Amended May 17, 2011

OFFEROR: _____

City & State _____

_____, 2011

Financial Services Administrator
The Judiciary, State of Hawaii
1111 Alakea Street, 6th Floor
Honolulu, Hawaii 96813

Dear Financial Services Administrator:

The following proposal is made to provide the service indicated in the following proposal schedule to the Judiciary, State of Hawaii, at the location(s) required in the specifications, all according to the true intent and meaning of the specifications hereinafter contained.

The undersigned states that he has carefully read and understands the proposal and the specifications for this contract, and that the Financial Services Administrator reserves the right to reject any or all bids and to waive any defects when in his opinion such rejection or waiver will be for the best interest of the Judiciary.

The undersigned hereby proposes to FURNISH OFFENDER MONITORING SERVICES FOR THE JUDICIARY, in strict compliance with the Agreement, Specifications, Special Provisions, General Conditions and Procedural Requirements attached hereto and made a part hereof for the Total Amount of:

_____ Dollars(\$ _____).

The undersigned represents: **(Check \surd one only)**

A **Hawaii Business** incorporated or organized under the State of Hawaii; **OR**

A **Compliant Non-Hawaii business** not incorporated or organized under the laws of the State of Hawaii, but registered at the State of Hawaii Department of Commerce and Consumer Affairs Business Registration Division to do business in the State of Hawaii and has a separate branch or division in the State that is capable of fully performing under the contract.

State of incorporation

Offeror is: Sole Proprietor Partnership Corporation Joint Venture

Other _____

If Offeror is a "dba" or a "division" of a corporation, please furnish the exact legal name of the corporation under which the contract, if awarded, will be executed:

Federal I.D. No. _____

Hawaii General Excise Tax License I.D. No. _____

Payment address (other than street address below):

City, State, Zip Code

Business address (**street address**):

City, State, Zip Code

Date: _____

Respectfully submitted,

Telephone No.: _____

(x) _____
Authorized Original Signature

Fax No.: _____

Name and Title (Please Type or Print)

Email Address: _____

REQUEST FOR PROPOSAL J12005
TO FURNISH OFFENDER MONITORING SERVICES FOR THE JUDICIARY
THE JUDICIARY, STATE OF HAWAII

The following proposal is hereby submitted for the twenty four (24) month period from July 1, 2011 to June 30, 2013.

I. Proposal prices

		Estimated # of Units (A)	Unit Price Year 1 (B)	Estimated Price Year 1 A x B= (C)	Unit Price Year 2 (D)	Estimated Price Year 2 A x D = (E)	Total Amount (C + E) = (F)
1	RF Monitoring Units	15					
2	Cellular Monitoring Units	10					
3a	GPS Monitoring Unit - One Piece Active	10 units total					
3b	GPS Monitoring Unit - One Piece Passive						
3c	GPS Monitoring Unit - Two piece Active						
3d	GPS Monitoring Unit - Two piece Passive						
4	Alcohol Monitoring Unit	10					
5	Voice Verification	100					
Total Bid Amount							
6	Transdermal Alcohol Monitoring	To be determined		Unit Price Year 1	Unit Price Year 2		

NOTE: Estimated price amounts shall include a **5% allowance for lost, stolen and/or damaged devices and also include** all applicable taxes and expenses (including all shipping and related transportation costs through delivery of results. TOTAL 24 MONTH AMOUNT should agree with Amount shown on page 1 of the Proposal. Be advised that all contracts are subject to the availability of funds.

II. Optional Monitoring Devices

List and describe other options and/or devices that your company offers to monitor offenders.

Other Options (list/describe other options/devices)	Unit Price Year 1	Unit Price Year 2
1		
2		
3		

III. Supplemental/ Additional Costs & Fees

Proposed Expert Witness Fees & Rejected Specimen Fee

Actual Court Time (per hour)	\$ /hour
Travel/Waiting time (per hour)	\$ /hour
Maximum Fee Per Day (per day)	\$ /day
Litigation Packet	\$

IV. Contractor Information

FAILURE TO COMPLETE ANY OF THE FOLLOWING ITEMS MAY RESULT IN THE DISQUALIFICATION OF THE SUBMITTED PROPOSAL.

A. Company & Contact Information

Company Address	
Contact	Phone No.
email	Fax

B. Other proposed procedures in lieu of testimony in person:

C. Authorized Service Representative:

Provide the complete firm name, address and phone number of the authorized Service Representative..

Authorized Service Representative Contact Person	Address	Phone/Fax/email

D. Joint Contractors/Subcontractors

The Offeror certifies that the following is a complete list of all contractors and subcontractors who will be engaged by the Offeror on the project to perform the nature and scope of work indicated. The Offeror further understands that only those joint contractors and subcontractors listed shall be allowed to perform work on this project and that all other work necessary shall be performed by the Offeror with his own employees. If no joint contractor or subcontractor is listed, it shall be construed that all of the work shall be performed by the Offeror with his own employees.

Provide the complete firm name, address and phone number of the joint or subcontractors.

Subcontractor Name	Address	Phone/Fax/email

E. References. Provide the names and addresses of companies other than the Judiciary or government agencies for which the undersigned has provided or is currently furnishing offender monitoring services. Refer to the Qualification section, of the enclosed Special Provisions

Company Name &/or Contact Person	Address/Phone No./Fax/email