



Administrative Office of the Courts

Operations Division

Questions/Responses No. 1 to the

Request for Proposals (RFP) K20-0093-26N

Adult Drug Court Cost-Benefit Evaluation

Ladies and Gentlemen:

The following questions for the above referenced RFP were received by e-mail and are answered and posted for all prospective Offerors. The statements and interpretations contained in the following responses to questions are not binding on the Maryland Judiciary unless the RFP is expressly amended. Nothing in the Maryland Judiciary's response to these questions is to be construed as agreement to or acceptance by the Maryland Judiciary of any statement or interpretation on the part of the Offeror asking the question.

Question 1. Could you clarify the type of contract noted in Section 1.3 and describe how the contract would be based both on a firm fixed priced and a time and materials contract?

Response: This should be fixed price only. Addendum is issued for this on our website as well as on eMMA.

Question 2. The SOW notes that the analysis should compare the adult treatment court with probation OR incarceration: do you have a preference on whether probation or incarceration should be used for the comparison?

Response: Ideally both would be incorporated into the analysis.

Question 3. Was IRB approval needed on the previous evaluations, and/or do you expect it for this one?

- a. If so, how long did the approvals take for the previous evaluations?
- b. If the contractor has an IRB in place, would they be able to use that?

Response: The Judiciary does not have an internal IRB committee. Vendors would need to obtain IRB approval through their own organization's process. If the contractor has an IRB in place, that would be acceptable.

Question 4. Could you specify what, if any, data is to be provided by the State?

Response:

- The State will provide access to data collected via the Statewide Maryland Automated Record Tracking (SMART) system. SMART is a client tracking system developed by the University of Maryland's Institute for Governmental Service and Research that is used by Adult Drug Court treatment providers to collect data on a variety of court actions, including sanctions and incentives, number of hearings attended, and some demographic information. Substance abuse treatment data is not reliably collected by the courts. If needed, the Judiciary will also provide access to treatment program contact information..
- The State will provide access to data derived from Judiciary case management systems such as criminal charge case detail. Please note, Judiciary Case Management systems do not have a reliable way to track individual criminal history based on defendant/party information only. Judiciary Case Management is searchable using case numbers, charge and other case specific information. Vendors would be responsible for developing a defendant/party matching criteria.

Question 5. Did the previous evaluations require surveys to be conducted, and/or do you expect surveys to be conducted for this one?

Response: Surveys to drug court team members may be needed to understand the program scope, but surveys of drug court participants is not expected.

Question 6. To help us prepare a better response, could you provide anticipated funding levels for this contract?

Response: The Judiciary does not share budgetary information.

Question 7: Given the pandemic and shelter at home requirements in many states, are you open to receiving an email proposal rather than hard copy mailings?

Response: Proposals may be submitted via hand delivery as well as submitted via e-mail. Please see the amendment to follow the process of submitting electronic proposal. Amendment is issued on our website as well as on eMMA

Question 8. Can you share the amount of funding that is available for this project?

Response: The Judiciary does not share budgetary information.

Issued by: Sejal Lakhawala
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May 7, 2020