Form for Vendor Submission of Questions
ATTACHMENT 11

Q #	Questions	RFQ Reference (Document & Page-Section-Item)	Answers
1	We assume that only Traffic Citations are in scope. Kindly confirm.	Section 2.1	That is correct
2	What will be the frequency of transporting the document? Is there any time window for documents pick-up and drop?	Section 2.1 a	Daily at 10:30AM
3	Approximately how many documents will be picked in one go?	Section 2.1 a	1 to 700
4	Could you please provide approx. number of data fields needs to be captured on each citation?	Section 2.1 b	126
5	A detailed process flow for the paper and data transfer process between the Court and Contractor will be developed and accepted by the Court prior to the delivery of the production data. We assume that the process will be once set and will be followed throughout the contract term. Kindly confirm	Section 2.1 d	Yes, the process will be developed and accepted by the court prior to production data.
6	It is mentioned in the RFP that the Court will periodically provide Contractor revised 'control tables'. How frequently the control table will be revised?	Section 2.1 f	6 months or when statute requirements change

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Q #	Questions	RFQ Reference (Document & Page-Section-Item)	Answers
7	It is mentioned in the RFP that all citations are returned to the Court at the end of the month. We assume that we need to return the physical documents to court only once that is at the end of the every month. Please confirm.	Section 2.1 g	Correct
8	Web Image Hosting Services is mentioned under services. Do you need a document hosting platform or document depository also from the contractor? If so, what are the requirements for the repository?	Attachment 13: Pricing Schedule	We need the scanned image of the citations in a zip file
9	Can we get a list of all "control tables" that the Court will provide?	Section 2.1 f	Violations, Court Location Codes, Codes for Vehicle Make, Model and Color, Sex, Race, Eye color, Hair color

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10	Can the Court provide a list of locations where the contractor will be picking up the citations?	Section 2.1 a	Current pick up is at the East County Hall of Justice 5151 Gleason Drive Dublin Ca 94568 However, pick up could also be done at the following locations: · Wiley W. Manuel Courthouse 661 Washington Street Oakland Ca 94607 · Fremont Hall of Justice 39439 Paseo Padre Parkway Fremont Ca 94538
11	Please provide a list of fields to be captured on each citation?	Section 2.1 b	See LoadCitationInterfaceForVendors file.
12	How many documents are to be picked up at a time?	Section 2.0 f - i	1- 700
13	What is the frequency of pickups?	Section 2.0 f - i	Daily
14	What are annual volumes by document type – should same as 2017-18 volumes be assumed?	General	Yes
15	Can vendors schedule day/time to view documents and current process prior to bid submittal or can sample redacted doc types be provided?	General	Yes to both

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Q #	Questions	RFQ Reference (Document & Page-Section-Item)	Answers
16	What are index fields required by doc type?	Section 2.0 f - i	N/A
17	Can additional line items be added to the pricing schedule?	Attachment 13	Yes
18	What type of images do you need? What dpi? OCR required? Pdf/tiff? Black & White/Color/Auto color detect?	Section 2.0 f - i	PDF, TIF or BMP at least 300 dpi. Black
19	What is the largest and smallest size of documents for imaging?	Section 2.0 f - i	Our average file size is 30-95KB per citation
20	How many pages and keystrokes for data entry?	Section 2.0 f - i	1 -2 pages and 200 – 1000 (dependent on data entered)
21	How many images for scanning?	Section 2.0 f - i	1-700
22	Can a sample of the Control Table be provided?	2.0 f	See sample on next page

CITATION INTERFACE FILE FOR THE NEW ALAMEDA TRAFFIC SYSTEM

NEW FIELD	VALUE	LENGTH	TYPE (A-CHAR N-NUM)
<citation_no>		10	AN
<citation_type>	Traffic, Nontraffic, Notice to Correct, Bicyle	20	AN
<citation_datetime>	Format: mm/dd/yyyy hh:mm:ss	19	AN
<court_date>	Format: mm/dd/yyyy hh:mm:ss	19	AN
<source>	Autocite,Softfile,Redflex	20	AN
<tcms_court_code>		5	N
<owner_resp>	1,0 ; If 1 THEN populate owner	1	N
<unsigned>		1	N
<violation_location>		80	AN
<city_county_occurrence>		35	AN
<accident>	1,0	1	N
<construction_zone>	1,0	1	N
<safety_zone>	1,0	1	N
<school_zone>	1,0	1	N
<agency>		7	N
<cit_off_lastname>		30	AN
<cit_off_firstname>		20	AN
<cit_off_middlename>		20	AN
<cit_off_suffix>		3	AN
<cit_off_badge>		10	AN
<arrest_off_lastname>		30	AN
<arrest_off_firstname>		20	AN
<arrest_off_middlename>		20	AN
<arrest_off_suffix>		3	AN
<arrest_off_badge>		10	AN
<organization_name>		80	AN
<dl_no>		9	AN
<dl_state>	e.g. CA	2	AN
<dl_class>	A,B,C	1	AN
<dl_commercial>	1,0	1	N
<veh_vin>		30	AN
<veh_state>		2	AN

<veh_make>		15	AN
<veh_model>		20	AN
<veh_year>		4	N
<veh_color>		10	AN
<veh_style>		10	AN
<commercial_veh>	1,0	1	N
<veh_license>		8	AN
<hazmat>	1,0	1	N
<last_name>		30	AN
<first_name>		20	AN
<middle_name>		20	AN
<suffix_name>		3	AN
<owner_last_name>		30	AN
<owner_first_name>		20	AN
<owner_middle_name>		20	AN
<owner_suffix_name>		3	AN
<owner_name_same_as_driver>	1,0	1	N
<sex>		1	A
<race>		25	A
<dob>		10	AN
<hair_color>		10	A
<eye_color>		10	A
<height>		6	N
<weight>		3	N
<street>		60	AN
<city>		30	AN
<state>		2	A
<zip_code>		10	AN
<owner_same_addr_as_driver>	1,0	1	N
<country>		3	AN
<owner_street>		60	AN
<owner_city>		30	AN
<owner_state>		2	A
<owner_zip_code>		10	AN
<adjusted_weight>		11	N
<legal_weight>		11	N
<overweight>		11	N
<intoxication_level>		3	N
<intoxication_refused>		1	N

<intoxication_test>		15	AN
<recorded_speed_rate>		3	N
<pfmax_speed>		3	N
<vehicle_speed_rate>		3	N
<safe_speed_rate>		3	N
<speed_method>	radar, laser, lidar	15	A
<v1_correctable>	1,0	1	N
<v1_statute_code>	CVC,H&S etc.	5	A
<v1_level>	I=Infraction, M=Misdemeanor	1	A
<v1_violation_code>		15	AN
<v1_over_limit_count>	Fish & Game Citations	7	N
<v1_with_net>	1,0	N	N
<v2_correctable>	1,0	1	N
<v2_statute_code>	CVC,H&S etc.	5	A
<v2_level>	I=Infraction, M=Misdemeanor	1	A
<v2_violation_code>		15	AN
<v2_over_limit_count>	Fish & Game Citations	7	N
<v2_with_net>	1,0	N	N
<v3_correctable>	1,0	1	N
<v3_statute_code>	CVC,H&S etc.	5	A
<v3_level>	I=Infraction, M=Misdemeanor	1	A
<v3_violation_code>		15	AN
<v3_over_limit_count>	Fish & Game Citations	7	N
<v3_with_net>	1,0	N	N
<v4_correctable>	1,0	1	N
<v4_statute_code>	CVC,H&S etc.	5	A
<v4_level>	I=Infraction, M=Misdemeanor	1	A
<v4_violation_code>		15	AN
<v4_over_limit_count>	Fish & Game Citations	7	N
<v4_with_net>	1,0	N	N
<v5_correctable>	1,0	1	N
<v5_statute_code>	CVC,H&S etc.	5	A
<v5_level>	I=Infraction, M=Misdemeanor	1	A
<v5_violation_code>		15	AN
<v5_over_limit_count>	Fish & Game Citations	7	N
<v5_with_net>	1,0	N	N
<v6_correctable>	1,0	1	N
<v6_statute_code>	CVC,H&S etc.	5	A
<v6_level>	I=Infraction, M=Misdemeanor	1	A

<v6_violation_code>		15	AN
<v6_over_limit_count>	Fish & Game Citations	7	N
<v6_with_net>	1,0	N	N
<v7_correctable>	1,0	1	N
<v7_statute_code>	CVC,H&S etc.	5	A
<v7_level>	I=Infraction, M=Misdemeanor	1	A
<v1_violation_code>		15	AN
<v7_over_limit_count>	Fish & Game Citations	7	N
<v7_with_net>	1,0	N	N
<v8_correctable>	1,0	1	N
<v8_statute_code>	CVC,H&S etc.	5	A
<v8_level>	I=Infraction, M=Misdemeanor	1	A
<v8_violation_code>		15	AN
<v8_over_limit_count>	Fish & Game Citations	7	N
<v8_with_net>	1,0	N	N
<Citation_Image_Name>		60	AN

Reference Codes

REFCODE	REFCODEDESC
BLK	Black
BLN	Blonde
BLU	Blue
BRN	Brown
GRN	Green
GRY	Grey
ONG	Orange
PLE	Purple
PNK	Pink
RED	Red/Auburn
SDY	Sandy
WHI	White
XXX	Unknown
BLD	Bald
AUB	Auburn
BRO	Brown