

Vendor Question	
1	Is it the desire of the Champaign County State's Attorney's Office to import the existing data from the on-premise servers?
2	How is the current digital evidence stored on the on-premise servers?
3	Is it stored with any chain of custody?
4	What is the format of the data?
5	What is the approximate size of the data that would be imported?

State's Attorney's Office Response	
1	Yes, but we want the chosen vendor to export it to their platform.
2	The format in which the digital evidence was originally provided by the arresting agency. Common formats include MP4, AVI, WatchGuard, AV Viewer, etc.
3	No
4	The format in which the digital evidence was originally provided by the arresting agency. Common formats include MP4, AVI, WatchGuard, AV Viewer, etc.
5	Approximately, 30 TB of data, as noted in paragraph 3.8.8 of the RFP

Vendor Question	
6	Will the Champaign County State's Attorney's Office be hosting a pre-bid conference call?
7	What time, on November 30, 2021, are the questions due to the Champaign County State's Attorney's Office?
8	What time, on December 2, 2021, is the proposal due to the Champaign County State's Attorney's Office?
9	What time would the possible addenda be available to bidding vendors on December 1, 2021?
10	Would the Champaign County State's Attorney's Office consider extending the date between the release of any addenda's on December 1, 2021 and the proposal closing date of December 2, 2021 to allow for vendors to review and appropriately respond to the proposal?

State's Attorney's Office Response	
6	No pre-bid conference calls are planned at this time
7	Close of businesses - 430p Central
8	Close of businesses - 430p Central
9	We do not expect any addenda to be issued. With that said, any addenda will be published the morning of Dec. 1, 2021
10	No, as we do not expect any addenda to be issued.

Vendor Question	
11	How many attorneys are in the office?
12	How many non-attorney staff are in the office?
13	Can you provide a breakdown of annual case volume by case type? If not by case type, can you provide the estimated total annual case volume?
14	How many law enforcement agencies send evidence to the State's Attorney's Office?
15	How many law enforcement individuals send evidence to the office? We recognize this might not be known, so an estimate would work.

State's Attorney's Office Response	
11	22
12	21
13	6000 total cases of all types. Approximately 2200 felony cases and 2200 misdemeanor cases. Approximately 1000 DT and TR cases combined.
14	Approximately 10 to 12 agencies regularly submit digital evidence
15	Unknown, but approximately 100 law enforcement staff from approximately 10 to 12 agencies routinely submit digital evidence to our office

Vendor Question	
16	What is the estimated number of exhibits annually?
17	Identify types of content volumes annually (rough estimate in GB) - Cell Phone or Digital Device Dumps?
18	Identify types of content volumes annually (rough estimate in GB) - Police Video Sources - Body Cam, Cruiser Cam?
19	Identify types of content volumes annually (rough estimate in GB) - CCTV or other Video Evidence?
20	What is the anticipated growth of storage (digital evidence) per year?

State's Attorney's Office Response	
16	Unknown, as any number of law enforcement officers could respond to an incident, with each officer potentially submitting both body-worn camera and squad car camera recordings
17	Unknown, as we do not currently track this distinction
18	Unknown, as we do not currently track this distinction
19	Unknown, as we do not currently track this distinction
20	Approximately 4 to 6 TB per year. Please note, we will be destroying some evidence annually, pursuant to the Local Records Act, while adding new digital evidence.

Vendor Question	
21	What is the retention period of content to remain in the DEM repository?
22	How much of the 30TB is video/audio?
23	What is the total number of files?
24	How are the existing evidence files currently stored? For example, are they stored in shared folders on the local network? Are they stored in an existing product/solution?
25	If the evidence is stored in an existing product, then please answer the following questions: What is the vendor, product name, and version?

State's Attorney's Office Response	
21	At least 3 years, but for some cases, indefinitely. We will want the chosen vendor to give us the option to set destruction times.
22	Effectively, all of it
23	Unknown.
24	On-premise Windows servers, in standard Windows architecture folders, in the format in which the digital evidence was originally provided. Common formats include MP4, AVI, WatchGuard, AV Viewer, etc.
25	No current product

Vendor Question	
26	If the evidence is stored in an existing product, then please answer the following questions: Define the database platform and version.
27	If the evidence is stored in an existing product, then please answer the following questions: Can the evidence files be opened outside of the product/solution?
28	With regards to the metadata of the existing digital evidence, can you please answer the following questions: How is the metadata for the existing evidence stored?
29	With regards to the metadata of the existing digital evidence, can you please answer the following questions: Is the metadata consistent for all of the evidence files? For example, if evidence is stored within network folders, are all evidence files named consistently such that metadata could be extracted from the file names? Are they stored in a consistent folder structure such that metadata could be extracted from the folder names?
30	What are the file types of the existing digital evidence?

State's Attorney's Office Response	
26	No current product
27	No current product
28	Unknown, as we do not currently have a way of tracking or recording metadata. Metadata may be included by submitting agencies, but it is not commonly used by our office
29	Unknown, as we do not currently have a way of tracking or recording metadata. Metadata may be included by submitting agencies, but it is not commonly used by our office
30	The format in which the digital evidence was originally provided by the arresting agency. Common formats include MP4, AVI, WatchGuard, AV Viewer, etc.

Vendor Question	
31	Can you verify the number of users that will need access to the system
32	Is the County open to extending the due date by two weeks to allow time for vendors to review and respond to Q&A once released? The printing and shipping deadline occurs prior to the current due date and does not allow adequate time for vendors to review and respond to any updated RFP data prior to that deadline.
33	What functions does JANO do?
34	What is Actionstep and what functions does it do?
35	Do these systems work together to perform case management capabilities or are you planning to migrate from one to the other?

State's Attorney's Office Response	
31	Highest number of users will be approximately 35
32	At this time, no extension is planned. Vendors are encouraged to submit questions prior to the deadline and we will endeavour to answer questions as soon as possible.
33	JANO is a case management system used by the Criminal Division of Champaign County State's Attorney's Office. It is used to generate documents, make case notes, track court dates, store PDF copies of scanned images, etc. It has no capability to store or organize digital evidence.
34	Actionstep is a case management system system used by the Civil Division of Champaign County State's Attorney's Office. It is used to generate documents, make case notes, track court dates, store PDF copies of scanned images, etc. It has limited capability to store digital evidence.
35	The two systems are used independent of one another, by different sections of the Champaign County State's Attorney's Office

Vendor Question	
36	How many years did it take to reach 30 TBs of data?
37	Of the 30 TB, how much would you like to bring into active storage vs. Long-term archive storage?
38	Is your current digital evidence of 30 Terabytes stored/managed in JANO or on shared network drive location(s)?
39	How much data are you projecting to accumulate per year?

State's Attorney's Office Response	
36	Approximately 5 to 6 years
37	Unknown at this time
38	The format in which the digital evidence was originally provided by the arresting agency. Common formats include MP4, AVI, WatchGuard, AV Viewer, etc.
39	Approximately 4 to 6 TB per year. Please note, we will be destroying some evidence annually, pursuant to the Local Records Act, while adding new digital evidence