

**Question 1:**

Would WJB consider extending the RFI response deadline by 2–3 weeks after answers to vendor questions are posted to allow vendors to provide more complete and useful responses? No, due to reporting timelines of findings to Wyoming’s Legislature, the current response period cannot be extended.

**Question 2:**

With the various case management solutions on the market, including commercial off-the-shelf (COTS) systems and SaaS platforms, does WJB have a preference for the type of solution the new EEMS will be based on? The WJB’s preference is for a solution based on commercial off-the-shelf (COTS) software delivered as a Software-as-a-Service (SaaS) platform.

At the same time, the WJB remains open to evaluating alternative solution architectures, including hybrid or custom-configured approaches, where doing so presents a clear cost–benefit advantage. We welcome Respondents to propose options that balance functionality, long-term sustainability, and total cost of ownership.

**Question 3:**

For cost estimation purposes:

1. How many WJB staff users will access the system? Approximately three hundred (300).
2. Please provide a breakdown of the number of WJB employees that will be using the new solution by role, as well as those that will be designated as system administrators (“Super Users”).
  - Super Users; Administrative Office of the Courts Staff – Approximately twelve (12) to fifteen (15);
  - Judicial Officers – Sixty-one (61);
  - Chambers Staff – Approximately ninety (90); and
  - Clerks – Approximately two hundred (200).
3. For data conversion requirements, please inventory all data sources, file formats, and size of the current data sets to be converted and migrated into the new system. This will be a “point forward” implementation. No data migration is necessary.
4. Is WJB desiring to have the option for staff to be trained on application administration to make changes, updates, and add new capabilities to the system after go-live? Or

is WJB anticipating the vendor to perform future updates and changes (such as addition of new license types, form configuration, business rule changes, etc.) to the system? If possible, the WJB would like the option for staff to be trained on application administration to make changes, updates, and add new capabilities.

5. Please provide an approximate number of standard email/letter templates that will be used by WJB that are to be integrated and automated by the system. Approximately ten (10) to fifteen (15).
6. How many different or distinct case types (segregated by workflows) will be supported in this solution? Please provide a comprehensive list. Case types include: Civil, juvenile, traffic, family, probate, criminal, etc. If the WJB moves into the RFP phase, there will be a better understanding of the systems from the information gathered in the RFI process, and the WJB can provide more information at that time.
7. Please identify ALL other systems that the new solution will need to integrate with (i.e. payment processor, other systems such as financial, etc.) along with an inventory of which interfaces will need to be whether a one-way (import or export) or two-way data exchange? The WJB anticipates potential integration with the case management systems (C-Track Enterprise and FullCourt Enterprise). The WJB anticipates integration with the case management systems to be a one-way, import data exchange.

The WJB also anticipates that there may be a need to integrate with a remote public access system in the future.

8. Can WJB provide an approximate number of reports that need to be replicated within the new system? Approximately ten (10) to fifteen (15).

**Question 4:**

Does WJB have a required or desired page limit for responses? No.

**Question 5:**

Does WJB have a preferred timeline for initial system implementation? When ideally does WJB want to have this system “go live”? Please elaborate upon any timing considerations for when specific programs / areas / functions will need to be fully transitioned to the new solution. The earliest the WJB could implement the system would be Q1 of 2029. No solution exists for WJB electronic evidence management.

**Question 6:**

What costs has WJB incurred for the initial set up, ongoing maintenance, hosting, software licensing, support, and enhancements (i.e., “change orders”) over the lifetime of the current systems to be replaced by the new solution? [No solution exists for WJB electronic evidence management.](#)

**Question 7:**

What presentations, software demonstrations and/or estimates / quotes has WJB programs received related to this project and from whom? [None.](#)

**Question 8:**

What is WJB’s budget for the initial system implementation? [The WJB will be reporting findings back to Wyoming’s Legislature, and if funding is provided by the Legislature, it will be based on the information received through this RFI.](#)

**Question 9:**

What, if any, amount of the budget is subject to expire by a certain timeframe and when? Please elaborate. [The WJB will be reporting findings back to Wyoming’s Legislature, and if funding is provided by the Legislature, it will be based on the information received through this RFI.](#)

**Question 10:**

What amount is being budgeted for ongoing support, software licensing, hosting, and support of the new system. [The WJB will be reporting findings back to Wyoming’s Legislature, and if funding is provided by the Legislature, it will be based on the information received through this RFI.](#)