

Request for Quotation:

The Louisiana Supreme Court requests a quotation for services to perform a gap analysis on its unfinished Louisiana Protective Order Registry 2010 upgrade project to include a written report that:

- Details the work necessary to complete the goals of 2010 upgrade project,
- Provides a list of functional requirements for upgrade of the Louisiana Protective Order Registry that incorporates the 2010 project goals as well as new functional requirements developed with the LASC project team that can be utilized as part of an RFP
- Documents the existing system and the gap between what exists and the new functional requirements
- Provides a projected timeline and a budgetary estimate for upgrades to or replacement of the existing Louisiana Protective Order Registry to incorporate the goals of the 2010 upgrade project and current functional requirements, through implementation, and roll-out to the State of Louisiana.

Background:

The Louisiana Protective Order Registry is a statewide repository for court orders issued for the purpose of preventing harassing, threatening, or violent acts against a spouse, intimate cohabitant, dating partner, family or household member, or victim of stalking or sexual assault. The registry was established by legislative act (La. R.S. 46:2136.2) in 1997, for the purpose of enhancing court-ordered protections for victims and their minor children, and to aid law enforcement, prosecutors and the courts in handling cases involving intimate partner violence. The Louisiana Protective Orders Registry is not publically accessible and consists of an in-house case management system that was developed using .NET technology with a SQL 2008 database and a file share for storage of documents and images. Access to LPOR information is granted to appropriate justice partners through a secured portal.

In addition to developing and maintaining the database, the Judicial Administrator's Office is responsible for creating and disseminating standardized order forms, called Uniform Abuse Prevention Order forms. All courts are mandated to use these standardized forms.

The Louisiana Protective Order Registry (LPOR) currently utilizes fax processing technology to store and print the orders received from the courts across the state. The LPOR serves as the primary index, document management, and data collection tool for all protective orders in the State of Louisiana. The LPOR case management system is designed to support the monitoring, research, and evaluation activities of the Louisiana Protective Order Registry of the Louisiana Supreme Court.

Standardized protective order forms are used in the District, City, Parish, Family and Juvenile courts. These forms may be updated yearly and are distributed to the Courts through a manual process via the US mail, email, and website downloads. Following two additional manual processes to review each order for accuracy and completeness, a team of data entry clerks enter both standardized and non-standard orders which are stored and indexed into a database. The facsimile of the order is also stored and electronically cataloged in a file share utilizing customized fax server software. There is a need to enhance the speed, and efficiency of the processing of protective orders while maintaining a high degree of accuracy.

In 2010 the Louisiana Supreme Court engaged a 3rd party vendor to develop a detailed design document and phased project plan to implement upgrades to the Louisiana Protective Order Registry known as LPOR 2010. The Court owns all work performed under this previous engagement. For a copy of this document, please contact Caitlin Morgenstern, Office of General Counsel, at CMorgenstern@lasc.org.

In 2019 the Louisiana Supreme Court seeks to upgrade the existing Louisiana Protective Order Registry so that it built upon a modern technology platform, and supports modern practices such as the items listed in the LPOR 2010 project, as well as newer requirements that may include e-filing the final order with LPOR, while continuing to support receipt of documents via fax; NIEM compliance; CJIS security requirements; electronic data capture to eliminate or reduce the need for manual data entry; and other functional requirements that will be captured during the gap analysis project.

Expected Deliverables:

The quotation should provide a statement of work describing the proposed cost for all costs necessary to complete the gap analysis including, but not limited to, the number of hours to perform the gap analysis, the personnel to be utilized, the qualifications of the personnel, and the production of a written report describing the gap analysis findings as outlined above in the opening paragraph. A fixed price proposal is preferred, but not required.

Assumptions:

The Louisiana Protective Order Registry is a statewide repository of court orders issued to prohibit domestic abuse, dating violence, stalking, and sexual assault. LPOR is not a public accessible database.

The LPOR 2010 project is an unfinished body of work and the Court owns all work performed under previous engagements.

The Court will provide access to all documentation related to the project as part of the engagement, including connection to the LPOR registry as deemed necessary, and existing information regarding the registry application, database, and protocols, with a signed non-disclosure agreement and other relevant documents.

Due Date:

All quotes should be delivered to the Louisiana Supreme Court no later than 4:00pm on Monday, October 28, 2019. Quotes should be delivered via e-mail to:

LPOR Upgrade Project
C/O CMIS Division
Louisiana Supreme Court
400 Royal Street
New Orleans, LA 70130
LPORUPGRADE@LASC.ORG

Phone calls will not be accepted regarding this request for quotation.