



MINNESOTA JUDICIAL BRANCH

FIFTH JUDICIAL DISTRICT

The following questions have been answered for clarification in regards to the Ignition Interlock Request for Proposal:

How will each vendor be scored based on the different requirements of the RFP?

- The evaluators will consider how well the vendor’s proposal meets the needs of the State. The evaluation process is not designed to simply award the contract to the lowest cost vendor. A proposal will first be reviewed for responsiveness to determine if the minimum requirements have been met. The following will be considered on a pass/fail basis:
- A proposal must be received on or before the date and time specified for this Solicitation in order to be considered.
- If there is proof of collusion among any or all of the responders to this Solicitation, then all proposals submitted by the parties to the collusion will not be considered.
- A proposal from a vendor who is not certified by the MN Department of Public Safety to provide ignition interlock devices and services will not be considered.
- A proposal must respond to each request in the Submission Requirements of the Solicitation. If for any reason, a particular request is not applicable, the vendor submitting the proposal must still respond with an answer of “Not applicable” and an explanation of why this is so. The State reserves the right to waive informalities and minor deficiencies.
- The proposal must be signed by the company representative who is authorized to bind the firm.
- A proposal which is found to be in noncompliance with applicable laws, contains unauthorized additions or deletions, or contains any other irregularity which may tend to make the proposal incomplete, indefinite, or ambiguous as to its meaning will not be considered.
- Each proposal which moves beyond the pass/fail stage will be scored and may receive up to a maximum total of 100 points broken down as follows:
- | Factor | Weight |
|--|--------|
| 1. Ability to meet proposal requirements, adhere to proposed timelines | 30 |
| 2. Customer Service and geographic distribution of service centers | 30 |
| 3. Cost to participants | 30 |
| 4. GPS Capability | 10 |

Will only one vendor be selected, or will multiple be used?

- As stated on Page 4 of the Solicitation under Award: The State reserves the right to accept all or part of an offer, to reject all offers, to make multiple awards, to cancel the Solicitation or to re-issue the Solicitation, whichever is in the best interest of the State.

What is your definition of real time? What is your requirement for delivery of data after an event?

- As per MN Department of Vehicle Service requirements: “Real-time” means the instant transmission of ignition interlock data, including photos, to the manufacturer’s website for viewing without delay as cellular reception permits. All data, including photos, shall be available for viewing on the website within 5 minutes from when the data was recorded on the device. This includes any last event data recorded after power off (e.g., skipped 10-minute rolling retest window data).

What does the phrase “Devices must have...activated GPS if available on the unit” mean?

- If a device is capable of GPS abilities it must be activated.

Is GPS capability a requirement for a successful bid?

- GPS capability is preferred.

Describe what how the Grant works on a per client basis? Is there a fixed amount of money that the client has access to or is there a certain percentage that the Grant pays for per client?

- The Fifth Judicial District’s (FJD) Ignition Interlock Program covers the cost of installation and a portion of the monthly service fee for up to twelve months, depending on availability of funding remaining in the program. Those eligible for assistance are responsible for the cost of recalibration, recall, resets and uninstallation. All eligible for the program will have the full cost of installation paid for by the FJD. The level of assistance with the monthly service fee will depend on the offender’s income, child support obligation and household size.

What are the eligibility requirements to qualify for this Grant Program?

- Offender is either a resident of the FJD or has an open criminal court case that originated in the FJD.
- Must be on probation, pretrial release or supervised release from prison.
- Must be a legal resident of the United States.
- Must apply after a second DWI or after a first DWI with a BAC at or above 0.16.
- Voluntary Participants: may not already have ignition interlock installed on the vehicle prior to applying for assistance.
- Court Ordered Participants: may already have ignition interlock installed prior to applying for assistance. The Court may order an offender to switch vendors to enroll into our program or

order an offender into our program while already installed with Intoxalock to receive the enhanced supervision.

- A completed “Application for Ignition Interlock Assistance” must be submitted to the FJD
- When determining eligibility, the offender’s child support obligation will be deducted from his income.
- Those eligible for FJD Ignition Interlock Assistance will be granted one special review to be used in the case of a reduction in hours, loss of employment or significant change in child support obligation, at which time funding tier eligibility will be reassessed based on the offender’s last month’s income and prospective income.
- Sufficient funds must remain in the program budget to cover the cost of services.
- Must meet financial eligibility requirements

Is there a sliding fee scale that is being applied to Grant Program participants. If so, what is that scale?

- The most current Federal Financial Poverty (FFP) guidelines are used to determine eligibility. The sliding fee schedule is as follows:

Tier 1= 90% monthly cost and full installation;

Tier 2= 50% monthly cost and full installation;

Tier 3= 25% monthly cost and full installation.

What are the current and anticipated numbers of participants in this Program?

- 111 total active participants as of 6/30/16. Anticipated number is unknown.

Are participants that are grant funded the only participants that are included in the RFP? If not, can you provide anticipated numbers of participants that are not grant funded, which will fall under the same requirements?

- Only grant funded participants are included in this project.

How is the vendor notified of release or referral of clients?

- A voucher is submitted to the vendor when the participant has received authorization from DVS that they are ready to install and when the participant has completed the grant application process.

In the event an ignition interlock goes into lockout state, who pays for the lockout charge when the participant has violated or refuses to service their interlock device per Minnesota state requirements?

- The participant is responsible for lockout costs.

On what date will current participants be migrated once a vendor is selected?

- October 1, 2016

There seems to be a discrepancy between requirements for cost disclosure. Please identify which Paragraph controls: On Page 2, it states: “Cost Schedule which includes at a minimum the cost for installation, re-calibration and device removal. Prices shall remain firm for the initial term of the Contract. Prices must be quoted in United States currency. “ However, on Page 4 it states: Cost Schedule. The Vendor must complete a cost schedule and include comprehensive pricing information for each of the services and/or equipment included in this project.

- The Cost Schedule should be included in the proposal as a separate document with detailed costs of each of the services and /or equipment quoted in United States currency.