

Questions Received and Answered,
RFP #048: Lackawanna Drug Court Evaluation Services

1. What data does the drug court currently collect? What is the format of the collected data?
 - A. The drug court is currently entering data into the New York State Universal Case Management System (UCMS). The UCMS collects participant information at the time of initial screening and updates progress throughout the program. Data collected includes: screening assessments, risk analysis, dates and outcomes of court appearances, treatment attendance, drug testing results, and ancillary service participation. An evaluator can request an export of the data for data analysis.

2. Is the drug court looking for a data solution that focuses on the collection of data to measure the goals of the BJA grant including the intake process, the integration of substance abuse counseling, service delivery, program completion rates, and reducing recidivism or is the drug court seeking a database to collect data on all drug court activities and outcomes?
 - a) Does the drug court expect this solution to interact with the UTA?
 - A. The selected evaluator will be responsible for conducting a process and outcome evaluation as well as providing continuous feedback to the court on the implementation of the proposed project, as specifically described in Article VI of the RFP.

3. Is the goal of the standalone database system deliverable to conduct a data needs assessment and make recommendations for potential solutions or is the goal to purchase or design a system?
 - a) If the goal is to purchase or design a system, is the cost for the database included in the \$99,364 available for this project?
 - b) If the cost for the database is included in the \$99,364 available for the project, would the applicant be able to subcontract the work for database development?
 - A. The selected evaluator will be responsible for making sure all necessary data is collected and maintained for BJA reporting requirements and to conduct an evaluation of how the court is achieving the goals and objectives as outlined in their grant. To the extent that the selected evaluator incurs expenses in the development or procurement of a data collection instrument, those costs are to be included in the total proposed price within the maximum of \$99,364. However, applicants are advised that courts served under this Grant are using the Universal Case Management System (UCMS), which collects many data points, and therefore additional data collection and analysis needs may be met using relatively simple tools, such as spreadsheets.
Subcontracting will be permitted pursuant to the RFP provision, "Subcontracting" contained in Article XII of the RFP.

4. Do you anticipate the development of performance measures for continuous quality improvement? Is this something the drug court would like included as a deliverable for this project?
 - A. BJA has already developed performance measures the court is required to report on quarterly. In addition to these performance measures the selected evaluator will meet periodically with the drug court team to discuss performance measures they would like to include in the evaluation plan.