

ADMINISTRATIVE OFFICE OF THE COURTS  
SUPREME COURT OF ARKANSAS



625 MARSHALL STREET  
SUITE 1100  
LITTLE ROCK, AR  
72201-1020

TEL: (501) 682-9400  
FAX: (501) 682-9410  
TDD: (501) 682-9412  
EMAIL: aoc@arkansas.gov

NOTICE OF INTENT TO AWARD CONTRACT  
DECEMBER 15, 2014

On February 17, 2014, the State of Arkansas, Administrative Office of the Courts (AOC) issued a Request for Proposals (RFP) for a redaction solution in order to decrease the likelihood of publicly disclosing confidential information contained in otherwise public court documents. The RFP was amended on March 17, 2014 to extend the deadline for response to May 9, 2014.

The RFP notice provided that,

Notice is hereby given that the State of Arkansas, Administrative Office of the Courts (AOC) is seeking proposals from qualified firms to provide a commercial off-the-shelf image and electronic document redaction solution for statewide implementation in the courts of Arkansas. The system must have the proven capability of redacting confidential information, including social security numbers, whether typed or handwritten. The system must be capable of redacting source files from a variety of DMS vendors where the source document may be stored in a word processing document, PDF, TIFF, and other file formats. The system must also be capable of employing optical character recognition of scanned images, and storing the redacted file in Adobe's Portable Document Format (PDF).

The work may consist of, but not be limited to, providing software, customization, integration with case management and document management systems, training, and ongoing maintenance services for the Redaction Project. Services provided under this contract may be required for a two-year period with an annual option to renew the contract.

Two vendors responded to the RFP:

CSI, Inc.  
791 Piedmont Wekiwa Road  
Apopka, FL 32703

Xerox Government Systems, LLC  
12410 Milestone Center Drive, 5<sup>th</sup> Floor  
Germantown, MD 20876

By submitting proposals, the vendors agreed to be governed by the terms and conditions as set forth in the RFP, and their proposals were valid until August 29, 2014. On August 25, 2014, the AOC requested that the vendors extend the validity date to January 30, 2015. Both vendors agreed.

Pursuant to Section 6.2 of the RFP, the AOC and the Supreme Court Committee on Automation invited both vendors to demonstrate their proposed solutions and requested that the vendors provide a redacted sample set for a more thorough analysis. The vendor demonstrations were conducted on September 19, 2014.

After reviewing the scores awarded to both vendors for their proposals, demonstrations, and redaction samples; the members of the Supreme Court Committee on Automation present at its meeting on November 21, 2014 voted unanimously to recommend that AOC enter into contract negotiations for the redaction solution proposed by CSI, Inc.

Therefore, pursuant to Section 2.19 of the RFP, both vendors are hereby notified of the AOC's intent to begin contract negotiations and award a contract to CSI, Inc.

On behalf of the Administrative Office of the Courts and the Supreme Court Committee on Automation, we would like to extend our thanks to both vendors for submitting proposals in response to our RFP and for conducting demonstrations so that the Committee could be well prepared to make its recommendation.

Sincerely,

A handwritten signature in cursive script, appearing to read "Timothy N. Holthoff". The signature is written in dark ink and is positioned above the typed name.

Timothy N. Holthoff  
CIS Division Director