

LEWIS COUNTY NOTICE OF REQUEST FOR PROPOSALS (RFP) PROSECUTOR CASE MANAGEMENT SOFTWARE

The Lewis County Prosecuting Attorney's Office is requesting Proposals from qualified firms to provide a system that provides an off-the-shelf solution for Prosecuting Attorney Case Management Software. Ideally and preferentially, this system will require customization to meet the Prosecuting Attorney's Office needs; as well as a 'Software as a Service (SAAS)' option and the ability to effectively configure and manage the system using only Lewis County staff resources since ongoing costs will be a major consideration.

Final selection will be based on evaluation of the written proposal. The evaluation process is further outlined in the proposal specifications. All firms submitting proposals will be notified as to their status upon completion of the process.

Proposals shall be submitted to:

Brittani Bonahoom
Office Administrator
Brittani.Bonahoom@lewiscountywa.gov
Office: (360) 740-1240

Submittals are due **November 17, 2021 before 4:30 PM (PST)**, preferably by email, as PDF to the Project Contact listed above.

Proposals must be submitted on the form provided within the RFP packet, which is available upon request. Additional pages may be added if additional space is needed to respond to all items. It is the vendor's responsibility to inquire about possible amendments to the RFP as a complete vendor distribution list will not be kept.

Lewis County reserves the right to reject any and all proposals and to waive irregularities and informalities in the submittal and evaluation process. This RFP does not obligate Lewis County to pay any costs incurred by respondents in the preparation and submission of a proposal.

For a copies of the RFP packet, or if you have questions about preparing or submitting a proposal, please contact:

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Office: (360) 740-1240

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Lewis County Web Site