



Center for Effective Public Policy

Request for Proposals (RFP)

Public Safety Assessment (PSA) Scoring Application

Issued by: Center for Effective Public Policy (CEPP)'s Advancing Pretrial Policy and Research (APPR) initiative

Release Date: Monday, October 12, 2026

Proposals Due: Friday, October 30, 2026, 5:00 p.m. ET

Submit To: Leilah Gilligan, Director, CEPP (lgilligan@cepp.com)

Maximum Budget: Up to \$40,000

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1. Background

The Center for Effective Public Policy (CEPP) is a nonprofit organization that works to improve outcomes across the criminal legal system, including pretrial justice, probation and parole, and reentry. CEPP's **Advancing Pretrial Policy and Research (APPR)** is a collaborative, multi-year initiative that promotes and facilitates advancements in pretrial justice. APPR supports pretrial professionals and community members in delivering fair, just, effective, and data-informed pretrial practices through training, resources, and technical assistance. More information is available at www.advancingpretrial.org.

As part of this work, APPR supports jurisdictions that use the Public Safety Assessment (PSA), a pretrial assessment that provides research-based information on a person's likelihood of returning to court and remaining law-abiding during pretrial release. CEPP is issuing this RFP in support of APPR to develop a free, locally hosted PSA Scoring Application that helps jurisdictions score the PSA accurately and consistently and apply their local release conditions.

2. Project Purpose & Summary

The purpose of this Request for Proposals (RFP) is to solicit bids from qualified software development vendors to build a standalone, web-based software application—the **Public Safety Assessment (PSA) Scoring Tool**.

The PSA Scoring Application will automate the calculation of PSA scores and generate individualized pretrial assessment reports. The application will support jurisdiction-specific configuration, including state criminal offenses, the local Release Conditions Matrix (RCM), and associated release conditions. Authorized users will be able to enter and manage assessment information, filter PSA data, and generate reports.

Once developed, the software will be packaged and made downloadable from the host site for local jurisdictions to install and run locally on-premises at no cost.

3. Scope of Work & Functional Requirements

The vendor will design, develop, test, and document an application covering the following functional modules:

3.1 User Management & Security

- **Authentication & Authorization:** Secure user login and role-based access controls.
- **User & Client Management:** Administrative controls to add, manage, and update system users and client/offender profiles.
- **Data Security & Privacy:**
 - Encryption of all database fields containing Personally Identifiable Information (PII) at rest.
 - Encryption of data in transit (instructions and configuration support for HTTPS implementation).
- **Accessibility:** Full compliance with accessibility standard guidelines (ARIA standards).

3.2 Jurisdiction Customization & Administration

Administrators must be able to configure the application to align with local jurisdictional policies and operational workflows:

- **State & Local Offense Definition Import:**
 - Import capabilities for full state/local criminal offense codes.
 - Interface to review imported offenses and flag/designate codes flagged "violent offense".
 - Ability to edit, update, or maintain offense flags as statute definitions or local charges change.
- **Release Conditions Matrix (RCM) Configuration:**
 - Interface to fully customize and adjust the local Release Conditions Matrix grid.
 - Configurable mapping between PSA score combinations and designated local release supervision levels.
- **Agency Branding & Customization:**
 - File upload tool allowing jurisdictions to upload their local agency or court logo.
 - Ability to add jurisdiction name and state.
 - Jurisdiction logo, name and state on header sections of generated reports and client assessment summaries.
 - Ability to add a designated contact to receive inquiries submitted by staff via a contact form.

3.3 Assessment & Scoring Engine

The core scoring workflow must guide assessors through the full evaluation process from input to decision output:

- **Nine PSA Factors Input Interface:**
 - Structured input screens designed to capture responses to all nine standard PSA risk factors:
 1. Age at current arrest (from profile information)
 2. Current violent offense (from offense list)
 3. Pending charge at time of current offense
 4. Prior misdemeanor conviction
 5. Prior felony conviction
 6. Prior violent conviction
 7. Prior failure to appear in court in the past 2 years
 8. Prior failure to appear in court older than 2 years
 9. Prior sentence to incarceration
- **Automated Scoring Algorithm Execution:**
 - Internal business logic to process factor responses using the official PSA algorithm.
 - Independent calculation and generation of three distinct risk outcome metrics:
 1. Failure to Appear (FTA) score
 2. New Criminal Arrest (NCA) score
 3. New Violent Criminal Arrest (NVCA) flag/score
- **Presumptive Release Level Determination:**
 - Cross-referencing of calculated FTA, NCA, and NVCA outputs against the jurisdiction's customized Release Conditions Matrix.

- Automatic output generation of the recommended Presumptive Pretrial Release Level.
- **Outcomes Data**
 - Calculated from inputs plus additional fields for manual entry.

3.4 Reporting & Data Export

- **Pretrial Assessment Report:** Automated generation of a summary report containing client details, inputs for the nine PSA factors, calculated PSA scores, and the Presumptive Pretrial Release Level.
- **Aggregate Data Report:** Ability to view aggregate data within user selected date-range.
- **Output Formats:** Ability to view, print, and save generated reports directly as PDF files.
- **Data Download:** System-wide reporting features allowing administrators and users to extract and download all raw assessment data as raw CSV.

3.5 On-Premises Packaging & Deployment

- **Downloadable On-Prem Package:** The entire application, database scripts, and dependencies must be bundled into an installer/download package.
- **Local Hosting Capability:** Designed specifically to be downloaded by local jurisdictions from the central website and deployed locally on-premises (on internal agency web servers and database infrastructure).
- **Documentation:**
 - Complete end-user user guide/manual.
 - Step-by-step technical installation, database setup, and system deployment documentation for local IT staff.
- **Support for Initial Data Import:** Helping jurisdictions currently using the existing APP to import all data.

4. Warranty, Support, & Maintenance

4.1 Software Warranty (Bug Fixes)

- **Standard Warranty Period:** The selected vendor must provide a **90-day warranty period** commencing upon final project sign-off and product handoff.
- **Bug Remediation:** During the warranty period, the vendor shall promptly correct, at no additional cost, any software bugs, defects, calculation errors, or deviations from the functional requirements outlined in this RFP.
- **Patches & Re-packaging:** Any bug fixes delivered during the warranty period must be compiled into updated distribution packages ready for re-download by local jurisdictions.

4.2 Post-Delivery Technical Support & Maintenance

- **Deployment Assistance:** The vendor will provide up to 30 days of tier-3 technical guidance to support the primary project team during initial on-premises deployments.
- **Maintenance Proposal:** Vendors should include a section in their pricing proposal for ongoing annual maintenance, patch releases, and technical support options following the expiration of the standard warranty.

5. Deliverables

1. **System Architecture & UI/UX Designs:** Database schema and user interface wireframes/framework for approval prior to core development.
2. **Fully Functional Software Application:** Complete web application fulfilling all functional, administrative, scoring, and security requirements.
3. **On-Premises Installation Package:** Standalone, downloadable package for local deployment.
4. **Documentation Package:** Complete User Guide and Technical On-Premises Installation Guide.
5. **Warranty & Patch Coverage:** 90-day bug resolution and patch release package post-handoff.

6. Technical Constraints & Architecture Flexibility

- **Deployment Model:** Web-based, standalone application packaged for downloadable on-premises installation on local jurisdiction servers.
- **Language & Technology Stack:** Vendors may propose their preferred programming languages, frameworks, and database engines (e.g., .NET, Node.js, Python, Java, PostgreSQL, SQL Server, etc.), provided the solution satisfies all performance, security, and local hosting requirements.

7. Project Timeline & Milestones

The project is expected to be completed within an estimated **6- to 8-week timeline**. Bidders should provide a schedule outlining key milestones, including:

- **Kickoff & Requirements Finalization**
- **UI/UX Framework Approval & Database Setup**
- **User Management & Administration Module**
- **Scoring Logic & Assessment Engine**
- **Reporting & Export Functions**
- **QA Testing, Final Handoff, & Warranty Kickoff**

8. Budget

The total budget for this project is **up to \$40,000**. Bidders should submit a fixed-price proposal, not to exceed this amount, covering all design, development, testing, documentation, packaging, delivery, and 90-day warranty work described in this RFP. Pricing for ongoing annual maintenance and support (see Section 4.2) should be listed separately and is not included in this amount.

9. RFP Timeline

CEPP anticipates the following schedule for this solicitation. Dates are subject to change; any changes will be communicated to all bidders.

Milestone	Date
RFP released	Monday, October 12, 2026
Proposals due	Friday, October 30, 2026, 5:00 p.m. ET
Vendor meetings (if needed)	Week of November 2, 2026
Vendor selection	Wednesday, November 11, 2026

10. Proposal Submission Requirements

Bidders should submit a proposal including the following sections:

1. **Technical Solution & Architecture:** Proposed technology stack, database engine, downloadable packaging method, on-premises deployment requirements, and security architecture.
2. **Project Plan & Timeline:** Detailed breakdown of task phases, check-in schedules, and key deliverables.
3. **Firm Qualifications & Past Experience:** Examples of similar software tools, rule engines, or justice-related applications developed by the firm.
4. **Itemized Cost Proposal:** Fixed-price cost bid covering design, development, documentation, delivery, and the 90-day warranty, not to exceed \$40,000 (see Section 8). Pricing for annual ongoing maintenance and support should be listed separately.

Submission Instructions

Proposals must be submitted by email to Leilah Gilligan, Director, CEPP, at **lgilligan@cepp.com** no later than **5:00 p.m. ET on Friday, October 30, 2026**. Questions about this RFP may be directed to the same email address.
