

May 1, 2020

TO WHOM IT MAY CONCERN:

I am sending the attached Request for Proposal (RFP) in order to solicit proposals to update Alabama's Schedule of Basic Child-Support Obligations, which appears as an Appendix to Rule 32, Alabama Rules of Judicial Administration (Ala. R. Jud. Admin.), entitled "Child support guidelines," a copy of which is attached.

The State of Alabama utilizes child-support guidelines as a tool in the determination of child support. Pursuant to 42 U.S.C.A. § 667(a), each State must review its guidelines at least once every four years to ensure that their application results in the determination of appropriate child support award amounts. According to Rule 32(G), Ala. R. Jud. Admin., the Advisory Committee on Child-Support Guidelines and Enforcement, appointed by the Supreme Court of Alabama, is responsible for reviewing the child-support guidelines and schedule of basic child-support obligations at least once every four years.

The Code of Federal Regulations, in 45 C.F.R. § 302.56, provides the requirements of what each State must consider as part of the review of the State's guidelines, which is more specifically set out in the attached RFP.

I respectfully request that, if you are interested in submitting a written proposal, **it must be received by my office, attention Bob Maddox, by 5:00 p.m. on MondayFriday, ~~June~~ May 15 29, 2020.** Written proposals may be faxed or e-mailed to Mr. Maddox's attention.

If you have any questions concerning this matter, please e-mail Mr. Maddox at bob.maddox@alacourt.gov.

Sincerely,

Rich Hobson
Administrative Director of Courts

RH/bm
Attachments

REQUEST FOR PROPOSAL

DESCRIPTION OF THE PROJECT.

The main purpose of the project is to update Alabama's Schedule of Basic Child-Support Obligations, which appears as an Appendix to Rule 32, Ala. R. Jud. Admin., entitled "Child support guidelines," a copy of which is attached.

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Pursuant to 42 U.S.C.A. § 302.56(c), as part of the review of the State's guidelines, "(c) [t]he child support guidelines . . . must at a minimum:

"(1) Provide that the child support order is based on the noncustodial parent's earnings, income, and other evidence of ability to pay that:

~~"(i) Takes into consideration all earnings and income of the noncustodial parent (and at the State's discretion, the custodial parent);~~

"(ii) Takes into consideration the basic subsistence needs of the noncustodial parent (and at the State's discretion, the custodial parent and children) who has a limited ability to pay by incorporating a low-income adjustment, such as a self-support reserve or some other method determined by the State; and

~~“(iii) If imputation of income is authorized, takes into consideration the specific circumstances of the noncustodial parent (and at the State’s discretion, the custodial parent) to the extent known, including such factors as the noncustodial parent’s assets, residence, employment and earnings history, job skills, educational attainment, literacy, age, health, criminal record and other employment barriers, and record of seeking work, as well as the local job market, the availability of employers willing to hire the noncustodial parent, prevailing earnings level in the local community, and other relevant background factors in the case.~~

~~“(2) Address how the parents will provide for the child’s health care needs through private or public health care coverage and/or through cash medical support;~~

~~“(3) Provide that incarceration may not be treated as voluntary unemployment in establishing or modifying support orders; and~~

“(4) Be based on specific descriptive and numeric criteria and result in a computation of the child support obligation.”

In addition, 42 U.S.C.A. § 302.56(h), provides that “(h) As part of the review of a State’s child support guidelines . . . , a State must:

“(1) Consider economic data on the cost of raising children, labor market data (such as unemployment rates, employment rates, hours worked, and earnings) by occupation and skill-level for the State and local job markets, the impact of guidelines policies and amounts on custodial and noncustodial parents who have family incomes below 200 percent of the Federal poverty level, and factors that influence employment rates among noncustodial parents and compliance with child support orders; [and]

“(2) Analyze case data, gathered through sampling or other methods, on the application of and deviations from the child support guidelines, as well as the rates of default and imputed child support orders and orders determined using the low-income adjustment required under paragraph (c)(1)(ii) of this section. The analysis must also include a comparison of payments on child support orders by case

characteristics, including whether the order was entered by default, based on imputed income, or determined using the low-income adjustment required under paragraph (c)(1)(ii). The analysis of the data must be used in the State's review of the child support guidelines to ensure that deviations from the guidelines are limited and guideline amounts are appropriate based on criteria established by the State under paragraph (g); . . .”

SELECTION CRITERIA.

This project will be awarded on the basis of criteria specified in this Request for Proposal, including, but not limited to the following:

1. The vendor's overall approach toward achieving the goals and objectives as specified in the Description of the Project section;
2. The appropriateness of the proposed project's approach to the mandates of the federal and state law;
3. The reasonableness of the amount of the proposed cost; and
4. Qualifications and experience of the vendor to successfully complete the proposed project.

APPLICATION PROCEDURES

The applicant must submit a letter and a proposal. The letter must contain the signature of the person(s) legally authorized to bind the vendor to the proposal. Although there is not prescribed form or a minimum or maximum page limit for the letter and proposal, each of the Selection Criteria listed above must be included. In order to be considered for selection, the letter and proposal must be received by the Administrative Office of Courts **no later than 5:00 p.m. on ~~Monday~~Friday, ~~June-May~~1529, 2020.** Letters may be e-mailed to the attention of Bob Maddox, Esquire., Staff Attorney, Legal Division, Administrative Office of Courts at bob.maddox@alacourt.gov, by the deadline date. Questions regarding this Request for Proposal should be directed to the same e-mail address.

Applicants should attach a copy of a budget not exceeding \$15,000 detailing the expenses involved in updating the Schedule of Basic Child-Support Obligations, compiling a report and updated Schedule, and accounting for travel of one person to Montgomery, Alabama, to discuss the report with the Advisory Committee on Child-Support Guidelines and Enforcement.