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|  | REQUEST FOR PROPOSALS   |
| ***Judicial council of California*****Regarding: Study of Pretrial Pilot Program****RFP NUMBER: CJS-2020-01-LV****PROPOSALS DUE:** **April 16, 2020 no later than 3:00 p.m. Pacific time**  |

**1.0 BACKGROUND INFORMATION**

* 1. **Organizational Background**

The California State Legislature, in the Budget Act of 2019, appropriated $75 million in one-time funding to the Judicial Council of California (Judicial Council) to fund the implementation, operation, and evaluation of programs or efforts related to pretrial decision-making in at least ten (10) courts. Under the Pretrial Pilot Program (“Program”), pilot courts, together with justice partners, will establish pretrial pilot projects to implement pretrial practices that protect the public, ensure the rights of defendants, and support the fair and efficient administration of justice in pretrial decision-making.

**Pretrial Pilot Program Evaluation Overview**

Through the Program, the Judicial Council is funding sixteen (16) pilot projects, including fifteen (15) individual courts and one (1) consortium of two (2) small courts. Each of the sixteen (16) selected pretrial pilot projects will operate under existing law and incorporate judicial officer release decisions prior to arraignment, or at arraignment if a hearing is required, that are informed by a risk assessment conducted by county probation department staff.

The goals of the evaluation are to: assess the extent to which each pretrial pilot project is meeting the goals of the Program as set forth in section 1.2, validate the pretrial risk assessment tools, evaluate the effects of pretrial monitoring conditions as permitted by data availability, and examine whether the operation of the pretrial projects results in disparate impact on pretrial release by race/ethnicity or gender.

**1.2 Evaluation of Pretrial Pilot Program Goals**

The evaluation will assess whether each pilot project is meeting the goals of the Program which include:

* Increasing the safe and efficient prearraignment and pretrial release of individuals booked into jail by expanding own recognizance and monitored release;
* Implementing monitoring practices of defendants who are released prearraignment and pretrial with the least restrictive interventions and practices necessary to enhance public safety and minimize failures to appear in court;
* Expanding the use and validation of pretrial risk assessment tools that make their factors, weights, and studies publicly available; and,
* Assessing any disparate impact or bias that may result from the implementation of these projects in order to better understand and reduce biases based on race, ethnicity, and gender in pretrial release decision-making.

**1.3 Purpose; Contractor Qualifications**

The purpose of this Request For Proposals (RFP) is to award a contract to a qualified Contractor to conduct an analysis of data collected by and from the pretrial pilot projects.

The selected Contractor must possess expertise in cleaning and standardizing complex data, including data from administrative records, and performing complex statistical analyses including validation studies and analyses of bias and disparate impact. A prospective proposer should: (i) be familiar with California trial courts; (ii) be familiar with pretrial risk assessment tools and usage; (iii) have experience working with California Department of Justice (CA DOJ) data that is considered Criminal Offender Record Information (CORI) under Penal Code section 11077; (iv) have experience performing validation studies and complex statistical analyses; (v) be based in the United States or territories thereof.

The Judicial Council may award one or more deliverable-based contracts estimated to begin June 2, 2020 and continue through June 30, 2022. The Judicial Council reserves the right not to award a contract under this RFP, for any or no reason, including for failure of any bidder to meet minimum qualifications.

**1.4 Pretrial Pilot Program Evaluation Scope**

The scope of the pretrial pilot program evaluation is based on the goals enumerated in section 1.2. For details on which courts were selected and the data that will be collected please see [www.courts.ca.gov/pretrialpilotprogram.htm](https://www.courts.ca.gov/pretrialpilotprogram.htm).

1. The evaluation shall utilize baseline pre-pilot data and post-implementation data collected by the Judicial Council in the course of the Program from the sixteen pilot projects (seventeen (17) counties) and the CA DOJ. The participating projects use six (6) different court case management systems as well as a variety of jail and probation case management systems. Each project has also selected a pretrial risk assessment tool. It is likely that five (5) different risk assessment tools will be used across the state. The Contractor shall work with Judicial Council staff to ensure that the data cleaning and standardization, data matching across agencies, and data mapping are accurate and well documented. Judicial Council research staff will provide direction to the Contractor on data tasks for this initial phase of the project. The incidence of missing data may necessitate advanced techniques for data matching for which the Contactor will be responsible.
2. Due to the sensitive nature of the data, the selected Contractor must have a security clearance from the CA DOJ and must have a computing system that meets CA DOJ standards for secure data storage and access. Requirements for the use and storage of CA DOJ data are available at: <https://oag.ca.gov/sites/all/files/agweb/pdfs/corp/data-request-packet.pdf>. The selected Contractor must obtain project approval from the CA DOJ and provide documentation to the JBE that they have received CA DOJ approval. The selected Contractor must also contractually agree to the Judicial Council’s confidentiality and data security provisions.
3. As set forth in detail in section 2.0 (“Description of Services and Deliverables”) of this RFP, the evaluation must provide documentation and recommendations on the data standards, considerations and caveats related to the analyses, and minimal set of analyses that should be included in a tool validation study. The Contractor must conduct a validation study for each of the five (5) risk assessment tools used across the pilot projects for ability to predict failure to appear and new criminal activity. Validity must be examined aggregated by all the pilot projects that use a particular tool, and by each pilot where data are sufficient. The evaluation shall also examine whether there is bias or disparate impact from the use of the tool, including examining the accuracy of predictions by race/ethnicity, gender group and, if data are sufficient, income. As permitted by data availability, the evaluation shall assess the impact of court-ordered monitoring practices, including the use of court date reminders, on the incidence of failures to appear and new criminal activity.

**1.5** **Permitted Academic Publication(s) by Contractor**

1. The evaluation activities will provide the selected Contractor with access to individual level data from California courts, jails, and probation departments, and with CA DOJ data. Academic publication(s) that fall within the scope of work described in this RFP will be permitted. Contractor shall be allowed to publish articles, presentations and other public releases, subject to review and comment of the Judicial Council, and as limited by law and the Agreement in Appendix A, Section 3 of the Standard Agreement. Recent legislation prohibits the Judicial Council from sharing Individual-level Program Data with any outside entity unless it has entered into a contract for research purposes with the entity and privacy protections are established to anonymize the data. (Senate Bill 36 (Stats. 2019, Ch. 589, Sec. 2).)

**2.0 DESCRIPTION OF SERVICES AND DELIVERABLES**

The Judicial Council seeks the services of a person or entity with expertise in cleaning and standardizing complex data, including data from administrative records, and performing complex statistical analyses including validation studies, and analyses of bias and disparate impact in pretrial risk assessment tools*.*

* 1. **Term**

The services are to be performed between June 2, 2020 and June 30, 2022.

* 1. **Scope of Services**

There are five (5) primary deliverables for this RFP.

* + 1. **Deliverable 1:** Based on a review of the Judicial Council’s plan for Program data collection, cleaning, standardization, mapping, and joining data across agencies that will be provided to Contractor, the Contactor shall submit: (a) a written review of Judicial Council plans for data collection, cleaning, standardizing, mapping and joining data across agencies to ensure that the data plan meets acceptable research standards for addressing research goals, (b), written recommendations for improving data preparation and matching if the plan referenced in 2.2.1 does not meet acceptable research standards, and (c) recommendations for treatment of data that may be of poor quality.
		2. **Deliverable 2:** Based on a review of the Judicial Council tool validation plan, the Contractor shall submit written comments on the extent to which the plan meets acceptable research standards. The review shall include recommendations for improvement of the tool validation plan and all associated technical documentation of recommendations for improved validation methodology.
		3. **Deliverable 3:** The Contractor shall submit a report outlining the minimum practical standards and considerations for validation of pretrial risk assessment tools. The report shall highlight ways in which practical standards for tool validation differ from scientific standards for validation of risk assessment tools.
		4. **Deliverable 4:** The Contractor shall submit (i) a draft scientific technical report summarizing findings from an assessment of pilot projects, and (ii) all programming language used for the analyses. The report must include, but not be limited to, the following information and be reported separately for each pilot project, for each risk assessment tool, and aggregated across all risk assessment tools and pilot projects:
			1. Data on public safety as measured by arrests and/or court filings for new crimes;
			2. Rates of failures to appear at court hearings as required;
			3. Rates of violation of pretrial release as measured by revocations into custody;
			4. Validity of risk assessment tools as measured by the accuracy of the tools in predicting failures to appear in court and new arrests;
			5. Whether the accuracy of the tools’ predictions varies by race/ethnicity, gender, and income (if income data are sufficient);
			6. Estimated effects of pretrial monitoring practices, including court date reminders, on failures to appear and new criminal activity;
			7. Estimated impact of implementation of pilot projects on public safety, rate of failure to appear, and disparate impact by race/ethnicity and gender and income (if income data are sufficient).
		5. **Deliverable 5:** The Contractor shall submit final reports and analytical data files with cleaned, merged, and standardized data, as well as all code used to produce the final dataset. Data format shall be determined by Judicial Council staff and agreed upon in advance, and will at minimum:
			1. Merge all data sources available for each case such that events can be tracked at each stage from booking to final disposition;
			2. Include an analysis of the compositional changes in the data that may have resulted from the loss of data in the matching process;
			3. Ensure accuracy of matching of merged data while maximizing matches;
			4. Provide data in an organized and readily analyzable format.
			5. Provide an anonymized data file as well as coding language used to anonymize the data to the Judicial Council. The Contractor may retain the anonymized data for use in academic publications until December 31, 2022. The Contractor must destroy all personally identified data by June 30, 2022 and send written certification of the destruction of the data within 30 days.
	1. **Responsibilities of the Judicial Council**

The Judicial Council will be responsible for the following:

* + - Providing Contractor with a draft plan for data collection and preparation;
		- Collecting and providing Contractor with baseline data;
		- Collecting and providing Contractor with data from pilot projects post-implementation;
		- Liaising with participating courts and agencies to aid Contractor with data interpretation;
		- Assisting Contractor with data standardization and analyses;
		- Providing Contractor with a draft plan for pretrial risk assessment tool validation;
		- Providing Contractor with access to R code used for all data processing and analysis.
	1. **Responsibilities of the Contractor**

The Contractor shall be responsible for the following:

* Completing an IRB process for the research project if [required](https://caljc-my.sharepoint.com/personal/noah_lehman_jud_ca_gov/Documents/For%20External%20Review%20PT%20Report%20%2010%2011%2019.docx?web=1) by the CA DOJ or Contractors’ Institution,;
* Gaining security clearance from the CA DOJ to work with restricted data;
* Provide Judicial Council with methodological documentation including programming language (i.e. R or other programming language scripts/code) used for all data processing and analysis;
* Providing Judicial Council with final analytical files.

**3.0 TIMELINE FOR THIS RFP**

The Judicial Council has developed the following list of key events related to this RFP. All dates are subject to change at the discretion of the Judicial Council.

| **EVENT** | **DATE** |
| --- | --- |
| RFP issued**:** | ***February 27, 2020*** |
| Deadline for questions | ***March 5, 2020*** |
| Pre-proposal ConferenceSection 6.0 of this RFP | ***March 18, 2020*** |
| Deadline for Notice of Intent to Apply (optional, but requested) | ***March 25, 2020*** |
| Questions and answers posted (*estimate only*) | ***March 27, 2020*** |
| Latest date and time proposal may be submitted No later than 3:00 PM Pacific Time | ***April 16,2020*** |
| Anticipated interview dates (*estimate only*) | ***April 21-23, 2020*** |
| Evaluation of proposals (*estimate only*) | ***May 14, 2020*** |
| Notice of Intent to Award (*estimate only*) | ***May 20, 2020*** |
| Negotiations and execution of contract (*estimate only*) | ***June 2, 2020*** |
| Contract start date (*estimate only*) | ***June 2, 2020*** |
| Contract end date (*estimate only*) | ***June 30, 2022*** |

**4.0 RFP ATTACHMENTS**

The following attachments are included as part of this RFP:

| **ATTACHMENT**  | **DESCRIPTION** |
| --- | --- |
| Attachment 1: Administrative Rules Governing RFPs (Non-IT Services): | These rules govern this solicitation. |
| Attachment 2: Judicial Council Standard Terms and Conditions | If selected, the person or entity submitting a proposal (the “Proposer”) must sign this Judicial Council Standard Form agreement  |
| Attachment 3: Proposer’s Acceptance of Terms and Conditions | On this form, the Proposer must indicate acceptance of the Terms and Conditions or identify exceptions to the Terms and Conditions.  |
| Attachment 4: General Certifications Form | The Proposer must complete the General Certifications Form and submit the completed form with its proposal. |
| Attachment 5: Darfur Contracting Act Certification | The Proposer must complete the Darfur Contracting Act Certification and submit the completed certification with its proposal. |
| Attachment 6: Payee Data Record Form | This form contains information the Judicial Council requires in order to process payments and must be submitted with the proposal. |
| Attachment 7: Unruh and FEHA Certification | The Proposer must complete the Unruh Civil Rights Act and California Fair Employment and Housing Act Certification. |
| Attachment 8: Notice of Intent to Apply | This optional form may be used to inform the Judicial Council of the Proposer’s intent to submit a proposal. |
| Attachment 9: Bidder Declaration | The Proposer must complete this form only if they wish to claim the disabled veteran business enterprise (DBVE) incentive associated with this solicitation |
| Attachment 10: DBVE Declaration | Each DBVE that will provide goods and/or services in connection with the contract must complete this form. If the Proposer is itself a DVBE, it must complete and sign the DVBE Declaration. |
| Attachment 11: Cost Proposal Workbook | The Proposer may complete this workbook to establish pricing per deliverable, which will be evaluated during the cost portion of this RFP Other documents detailing the price per deliverable and grand total may be used.  |
| Attachment 12: Non Disclosure Agreement | The Proposer must submit this NDA prior to attending the Pre-proposal Conference. |

**5.0 PAYMENT INFORMATION**

* Basis for payments: Payments will be firm-fixed price, based on deliverables outlined in the final Scope of Work, and inclusive of all Contractor costs and expenses.
* No other costs or expenses (including travel expenses) will be reimbursed unless otherwise agreed upon in writing by the Judicial Council.
* Payments will be withheld until Deliverables are officially accepted by the Judicial Council.
* See Attachment 2, Standard Terms & Conditions, for additional pricing and payment information.

**6.0 OPTIONAL Pre-proposal TELEConference**

The Judicial Council will hold a pre-proposal teleconference on the date identified in the timeline above. The purpose of the teleconference is to provide an opportunity for Proposers to ask specific questions regarding the application process, program requirements, and terms and conditions for this RFP. Participation in the pre-proposal teleconference is optional.

 The pre-proposal teleconference is scheduled for March 18, 2020. Proposers should RSVP by e-mail to Solicitations@jud.ca.gov for information on the teleconference.

 To ensure a fair process, Proposers should submit their questions in advance by e-mail to Solicitations@jud.ca.gov. Questions must be received by March 5, 2020.

**7.0 SUBMISSIONS OF PROPOSALS**

7.1 Proposals should provide straightforward, concise information that satisfies the requirements of the “Proposal Contents” section below. Expensive bindings, color displays, and the like are not necessary or desired. Emphasis should be placed on conformity to the RFP’s instructions and requirements, and completeness and clarity of content.

7.2 The Proposer must submit its proposal in two parts, the technical proposal and the cost proposal.

a. The Proposer must submit **one (1) original and three (3) copies** of the technical proposal. The original must be signed by an authorized representative of the Proposer. The original technical proposal (and the copies thereof) must be submitted to the Judicial Council in a single sealed envelope, separate from the cost proposal. The Proposer must write the RFP title and number on the outside of the sealed envelope.

b. The Proposer must submit **one (1) original and three (3) copies** of the cost proposal. The original must be signed by an authorized representative of the Proposer. The original cost proposal (and the copies thereof) must be submitted to the Judicial Council in a single sealed envelope, separate from the technical proposal. The Proposer must write the RFP title and number on the outside of the sealed envelope.

c. The Proposer must submit an electronic version of the entire proposal on USB memory stick/flash drive. The files must be in PDF, Word, or Excel formats.

7.3 Proposals must be delivered by the date and time listed on the coversheet of this RFP to:

JUDICIAL COUNCIL OF CALIFORNIA - Bid Desk

Attn Sheryl Berry, RFP#CJS-2020-01-LV

455 Golden Gate Avenue, 6th Floor

San Francisco, CA 94102

7.4 Late proposals will not be accepted.

7.5 Only written proposals will be accepted. Proposals must be sent by registered or certified mail, courier service (e.g. FedEx), or delivered by hand. Proposals may not be transmitted by fax or email.

**8.0 PROPOSAL CONTENTS**

8.1 Technical Proposal. The following information must be included in the technical proposal. A proposal lacking any of the following information may be deemed non-responsive.

a. The Proposer’s name, address, telephone and fax numbers, and federal tax identification number. Note that if the Proposer is a sole proprietor using his or her social security number, the social security number will be required before finalizing a contract.

b. For each key staff member: a resume or CV describing the individual’s background and experience, as well as the individual’s ability and experience in conducting the proposed activities.

1. Please include copies of at least two relevant publications.

c. Provide name of entity/firm, contact person, address, and telephone number/email of a minimum of two (2) clients for whom the Proposer has conducted similar services. The Judicial Council may check references listed by the Proposer.

d. Project Narrative. Maximum 30 pages, 12 point, Times New Roman double-spaced.

Describe the proposed method to complete the work. At a minimum, please address the following:

1. Proposed approach for analyses, including statistical techniques, control variables, and data quality checks.
2. Data security protocols, including capacity to store and utilize restricted data,
3. All team members including research assistants and students, specifying whether each has human subjects research certification and CA DOJ security clearance and/or has the ability to pass CA DOJ security check, and the extent to which they will be involved with the project,
4. Prior experience working with CA DOJ secure data, and/or other restricted data,
5. Prior experience with validation studies, especially of risk assessment tools,
6. Prior experience studying bias and disparate impact, especially involving risk assessment tools,
7. Software and/or coding language used for data standardization and analysis,

f. Acceptance of the Terms and Conditions.

i. On Attachment 3, the Proposer must check the appropriate box and sign the form. If the Proposer marks the second box, it must provide the required additional materials. An “exception” includes any addition, deletion, or other modification.

ii. If exceptions are identified, the Proposer must also submit (i) a red-lined version of the Terms and Conditions that implements all proposed changes, and (ii) a written explanation or rationale for each exception and/or proposed change.

g. Certifications, Attachments, and other requirements.

 i. The Proposer must complete the General Certifications Form (Attachment 4) and submit the completed form with its proposal.

ii. The Proposer must complete the Darfur Contracting Act Certification (Attachment 5) and submit the completed certification with its proposal.

iii. If Contractor is a California corporation, limited liability company (“LLC”), limited partnership (“LP”), or limited liability partnership (“LLP”), proof that Contractor is in good standing in California. If Contractor is a foreign corporation, LLC, LP, or LLP, and Contractor conducts or will conduct (if awarded the contract) intrastate business in California, proof that Contractor is qualified to do business and in good standing in California. If Contractor is a foreign corporation, LLC, LP, or LLP, and Contractor does not (and will not if awarded the contract) conduct intrastate business in California, proof that Contractor is in good standing in its home jurisdiction.

vi. The Proposer must complete the Unruh Civil Rights Act and California Fair Employment and Housing Act Certification (Attachment 7) and submit the completed certification with its bid.

8.2 Cost Proposal. The following information must be included in the cost proposal.

i. A detailed line item budget showing total cost per deliverable of the proposed services.

ii. A full explanation of all budget line items in a narrative entitled “Budget Justification.”

iii. A “not to exceed” total for all work and expenses payable under the contract, if awarded.

**NOTE:** It is unlawful for any person engaged in business within this state to sell or use any article or product as a “loss leader” as defined in Section 17030 of the Business and Professions Code.

**9.0 OFFER PERIOD**

A Proposer's proposal is an irrevocable offer for ninety (90) days following the proposal due date. In the event a final contract has not been awarded within this period, the Judicial Council reserves the right to negotiate extensions to this period.

**10.0 EVALUATION OF PROPOSALS**

At the time proposals are opened, each proposal will be checked for the presence or absence of the required proposal contents.

The Judicial Council will evaluate the proposals on a 100 point scale using the criteria set forth in the table below. Award(s), if made, will be to the highest-scored proposal. Proposals with scores below 70 will not be considered.

If a contract will be awarded, the Judicial Council will post an intent to award notice at https://www.courts.ca.gov/rfps.htm.

| **CRITERION** | **maximum number of points** |
| --- | --- |
| **Meeting basic eligibility requirements***Reference Sections 1.4, ii, 2.0* | **8** |
| **Quality of proposed work approach** *Reference Sections 1.2, 1.4, i., iii., 8.1, d. i, ii* | **15** |
| **Experience and expertise working with similar data and analyses***Reference Sections 1.3, 8.1, b., c., d. iv., v., vi., vii* | **22** |
| **Interview***Reference Sections 11.0* | **15** |
| **Cost** *Reference Sections 8.2* | **27** |
| **Credentials of staff to be assigned to the project***Reference Sections 8.1, d. iii* | **5** |
| **Acceptance of the Terms and Conditions***Reference Sections Attachments 3, 4, 5, and 7* | **5** |
| **DVBE Incentive***Reference Sections 13 and Attachments 9 and 10* | **3** |

**11.0 MANDATORY INTERVIEWS**

The Judicial Council may conduct mandatory 20-30 minute interviews with Proposers that may be conducted by teleconference or by phone to clarify aspects set forth in their proposals and discuss:

* Relevant prior research, especially analyses of bias in the pretrial stage of the criminal justice process
* Technical and statistical competence in data processing and analysis
* Experience working with government agencies
* Project design and collaboration

Key staff members must participate in the interviews, but non-key staff and research assistants are optional participants. The Judicial Council will notify eligible Proposers regarding interview arrangements.

**12.0 PROPOSERS’ CONFIDENTIAL OR PROPRIETARY INFORMATION**

**Proposals are subject to disclosure pursuant to applicable provisions of the California Public Contract Code and rule 10.500 of the California Rules of Court.** The Judicial Council will not disclose (i) social security numbers, or (ii) balance sheets or income statements submitted by a Proposer that is not a publicly-traded corporation. All other information in proposals will be disclosed in response to applicable public records requests. Such disclosure will be made regardless of whether the proposal (or portions thereof) is marked “confidential,” “proprietary,” or otherwise, and regardless of any statement in the proposal (a) purporting to limit the Judicial Council’s right to disclose information in the proposal, or (b) requiring the Judicial Council to inform or obtain the consent of the Proposer prior to the disclosure of the proposal (or portions thereof). Any proposal that is password protected, or contains portions that are password protected, may be rejected. Proposers are accordingly cautioned not to include confidential, proprietary, or privileged information in proposals.

**13.0 DISABLED VETERAN BUSINESS ENTERPRISE INCENTIVE**

13.1 Qualification for the DVBE incentive is not mandatory. Failure to qualify for the DVBE incentive will not render a proposal non-responsive.

13.2 The Proposer will receive a DVBE incentive if, in the sole determination of the Council’s staff, Proposer has met all applicable requirements. If Proposer receives the DVBE incentive, a number of points will be added to the score assigned to Proposer’s proposal. The number of points that will be added as specified in section 10 above.

13.3 To receive the DVBE incentive, at least 3% of the contract goods and/or services must be provided by a DVBE performing a commercially useful function. Or, for solicitations of non-IT goods and IT goods and services, Proposer may have an approved Business Utilization Plan (“BUP”) on file with the California Department of General Services (“DGS”).

13.4 If Proposer wishes to seek the DVBE incentive:

* The Proposer must complete and submit with its proposal the Bidder Declaration (**Attachment 9**). The Proposer must submit with the Bidder Declaration all materials required in the Bidder Declaration.
* The Proposer must submit with its proposal a DVBE Declaration (**Attachment 9**) completed and signed by each DVBE that will provide goods and/or services in connection with the contract. If the Proposer is itself a DVBE, it must also complete and sign the DVBE Declaration (**Attachment 10**). If the Proposer will use DVBE subcontractors, each DVBE subcontractor must complete and sign a DVBE Declaration.

NOTE: The DVBE Declaration is not required if Proposer will qualify for the DVBE incentive using a BUP on file with DGS.

13.5 Failure to complete and submit these forms as required will result in Proposer not receiving the DVBE incentive. In addition, Council staff may request additional written clarifying information. Failure to provide this information as requested will result in Proposer not receiving the DVBE incentive.

13.6 If Proposer receives the DVBE incentive: (i) Proposer will be required to complete a post-contract DVBE certification if DVBE subcontractors are used; (ii) Proposer must use any DVBE subcontractor(s) identified in its proposal unless the JCC approves in writing the substitution of another DVBE; and (iii) failure to meet the DVBE commitment set forth in its proposal will constitute a breach of contract.

**FRAUDULENT MISREPREPRETATION IN CONNECTION WITH THE DVBE INCENTIVE IS A MISDEMEANOR AND IS PUNISHABLE BY IMPRISONMENT OR FINE, AND VIOLATORS ARE LIABLE FOR CIVIL PENALTIES. SEE MVC 999.9.**

**14.0 PROTESTs**

Any protests will be handled in accordance with Chapter 7 of the Judicial Branch Contracting Manual (see *www.courts.ca.gov/documents/jbcl-manual.pdf*). Failure of a Proposer to comply with the protest procedures set forth in that chapter will render a protest inadequate and non-responsive and will result in rejection of the protest. The deadline for the Judicial Council to receive a solicitation specifications protest is the proposal due date March 17, 2020. Protests must be sent to:

JUDICIAL COUNCIL OF CALIFORNIA

Branch Accounting and Procurement - Contracts

ATTN: Protest Hearing Officer

455 Golden Gate Avenue, 6th Floor

San Francisco, CA 94102