



Judicial Council of California

ADMINISTRATIVE OFFICE OF THE COURTS

FINANCE DIVISION

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TO: POTENTIAL BIDDERS

FROM: Administrative Office of the Courts
Finance Division

DATE: **May 28, 2008**

SUBJECT/PURPOSE OF MEMO: **ADDENDUM #1**

Project Title: Custom eLearning Course Development
RFP Number: CJER-WBT-08-RB

PROPOSAL DUE DATE: Proposals must be received by **1 p.m. on Wednesday, June 11, 2008**

SUBMISSION OF PROPOSAL: Proposals must be sent to:
Judicial Council of California
Administrative Office of the Courts
Attn: Nadine McFadden, CJER-WBT-08-RB
455 Golden Gate Avenue
San Francisco, CA 94102

FOR FURTHER INFORMATION: E-MAIL:
Solicitations@jud.ca.gov

1. The due date of the RFP is hereby changed to Wednesday, 1:00 p.m., June 11, 2008.
2. The following change is made to paragraph 6.9 on pages 8 and 9 of the RFP:

“6.9 Responsive proposals should provide straightforward, concise information that satisfies the requirements noted above. Expensive bindings, color displays, and the like are not necessary. Emphasis should be placed on conformity to the state’s instructions, requirements of this RFP, and completeness and clarity of content. Proposals should be single-spaced with an 11 point font. ~~minimum and no longer than 35 pages with a table of contents and page numbers.~~”
3. Attachment E, DVBE Participation Form has been replaced with Attachment E, DVBE Participation Form (revised).
4. Section 13.0 on pages 14 and 15 of the RFP is revised as follows:

“13.0 DISABLED VETERAN BUSINESS ENTERPRISE PARTICIPATION GOALS

13.1 The State of California executive branch requires contract participation goals of a minimum of 3 percent for disabled veteran business enterprises (DVBEs). As a policy, the AOC follows the intent of the executive branch program. Therefore, a proposer’s response should demonstrate DVBE compliance; otherwise, if it is impossible for proposer’s company to comply, they should explain why and should demonstrate written evidence of a “good faith effort” to achieve participation. Proposers must complete the DVBE Compliance form and include the form with the Fee Proposal. If proposer has any questions regarding the form, applicant should submit its question to the Solicitations mailbox: solicitations@jud.ca.gov. For further information regarding DVBE resources, please contact the Office of Small Business and DVBE Certification, at 916-375-4940, or access DVBE information on the executive branch’s Web site at: <http://www.dgs.ca.gov/default.htm>.

13.2 Propose the percentage of participation, rather than the dollar amount of participation in Attachment E, if DVBE participation is proposed since the number of work orders, if any, and dollar amount of possible work to be performed under any master agreement awarded pursuant to this RFP will not be known at the time of award.”

- 5.