

Form for Vendor Submission of Questions

ATTACHMENT L

Q #	Questions	RFQ Reference (Document & Page-Section-Item)	Answers
1	Are the financial statements (required on Attachment C, page C-1) included in the page count? Our financial statements are 20 pages long per year.	Attachment C, page C-1	No, Financial Statement are not included in the total page count of thirty (30) pages double sided or sixty (60) pages single sided (RFP Proposal Format, Section 4.4.)
2	Are attachments F, G, I and J required to be included within the proposal. If so, are they included in the page count?	Listed on page 1 of the RFP	No, Attachments F, G, I, and J are not included in the total page count of thirty (30) pages double sided or sixty (60) pages single sided (RFP Proposal Format, Section 4.4.)
3	Is the Payee Data Record form included in the page count?	Page 7, section item 4.4.5 Payee Data Form	No, the Payee Data Record is not included in the total page count of thirty (30) pages double sided or sixty (60) pages single sided (RFP, Proposal Format, Section 4.4.)
4	Are attachments F- General Certifications Form, G- Darfur Certification, I- Unruh Certification, and J- Iran Contracting required as part of this proposal submittal. If so, in which section of the RFP should they be included?	Attachment F- General Certifications Attachment G- Darfur Certification Attachment I- Unruh Certification Attachment J- Iran Contracting. These forms are found on the JCC website	Please include Attachment E, F, G, H, I, and J in a separate section at the end of your proposal package.

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5	The RFP indicates a compact disk or USB flash drive is required to contain all documentation on both Adobe PDF format and editable formats. Regarding the editable format, our firm uses InDesign to create our proposals. Is it okay to submit all documentation in InDesign to fulfill the editable format requirement?	Page 6, section 4.4 proposal format	Editable format file InDesign is acceptable as long as the file is exported as Encapsulated Post Script (EPS), or a Post Script file (PS).
7	Question 1 requires project management experience with 5 completed public works projects with construction values exceeding \$ 500,000 in the last 5 years. This is an understandable experience threshold for the Capital Projects but the Facility Modification projects noted in 3.2.2 are typically much smaller in value. To expand the pool of eligible project management consultants, don't you want to reduce this requirement and allow relevant non-public works project experience?	Pass/Fail section of Attachment C, page C-4	No, our FM projects are typically larger in size and the consultants will only be hired for larger FM projects.

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8	<p>Section 4.4.6 'Delinquent Taxpayer Status' requests that Proposers "Provide a written and certified document identifying whether or not the Prime Proposer (or Prime Proposers if a joint venture) organization is listed on either or both of the following lists..."</p> <p>What do we need to do to ensure that the Judicial Council recognizes the document as "certified"?</p>	Page 7, Section 4.4.6	Provide a statement certifying that Consultant is not on either or both of the lists noted in section 4.4.6 of the RFP, or if Consultant is on either list, provide the required explanation.
9	<p>Section 4.4 requests that copies of our Proposal be submitted in "editable formats".</p> <p>Which formats are acceptable?</p>	Page 6, Section 4.4	Please submit electronic copies of your proposal in a 'unlocked' status and without password protection on the document.