



Request for Information

REGARDING: ONLINE ACCESSIBILITY
EVALUATION & IMPLEMENTATION PLAN

RFI No. ITWS-17-17-RBB

RESPONSES DUE:
3PM PACIFIC TIME,
FEBRUARY 16, 2017



JUDICIAL COUNCIL
OF CALIFORNIA

ADMINISTRATIVE DIVISION

INFORMATION TECHNOLOGY

REQUEST FOR INFORMATION:
 ONLINE ACCESSIBILITY EVALUATION & IMPLEMENTATION PLAN
 RFI NO. ITWS-17-17-RBB

I. THE OPPORTUNITY

You are invited to respond with this Request for Information (RFI) to assist the JUDICIAL COUNCIL OF CALIFORNIA (JUDICIAL COUNCIL) in forming some high-level cost estimates to plan and deliver an implementation and remediation plan to ensure all JUDICIAL COUNCIL-maintained websites are compliant with relevant federal and state online accessibility laws. This RFI is to develop the criteria, tools, and methodologies needed to initiate, plan, implement and sustain accessible online content throughout our web properties.

II. GENERAL REQUIREMENTS

<p>Site Assessment(s) Services</p>	<p>Conduct an assessment of the current state of accessibility on the California Court website: www.courts.ca.gov, including seven smaller microsites: http://www.courts.ca.gov/22609.htm; and our Newsroom (http://newsroom.courts.ca.gov/).</p> <p>Conduct an assessment of two employee-facing websites.</p>
<p>Training Program Services</p>	<p>Based on assessment findings, design and deliver a training program to instruct JUDICIAL COUNCIL staff about how to prepare and publish accessible documents and media. The training program must include deliverables such as Guidelines, or Handouts that provide detailed instructions on how to create and deliver accessible Word, PPT, Excel, docs, plus video, graphics, images, and html, using ADA Section 508 and W3C Standards.</p>
<p>Implementation Plan Services</p>	<p>Deliver an implementation plan to enable the JUDICIAL COUNCIL to develop a short- and long-term approach for addressing accessibility fixes and prioritizing actions to reduce risk and address easy-to-resolve issues first.</p>

III. SUBMISSION INFORMATION

Response Format

1) Cover Sheet, including:

- Company Name
- Company Address
- Name and Contact Information for Company Representative, including:

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- Telephone Numbers
- E-mail Address
- Signature of Representative

2) Brief company description; size of company; years in business; type of entity.

All interested parties should clearly mark their submission as: "RESPONSE TO RFI – ONLINE ACCESSIBILITY EVALUATION & IMPLEMENTATION PLAN" by **e-mail** to the following point of contact:

JUDICIAL COUNCIL OF CALIFORNIA
Attn: RFI NO. ITWS-17-17-RBB
455 Golden Gate Avenue, 6th Floor
San Francisco, CA 94102
solicitations@jud.ca.gov

IV. INFORMATION EXCHANGE

After the JUDICIAL COUNCIL has reviewed the submitted material, your company may be contacted and asked to participate in an information exchange with JUDICIAL COUNCIL staff. The objective of this is to gain further understanding of your proposed approach or solution.

Information exchange can take the form of phone conversations, in-person meetings, and/or application demonstrations (in-person or via the web).

It is important to note that the JUDICIAL COUNCIL will not reimburse you for any expenses, travel and/or time etc., regarding information exchange activities.

V. DISCLAIMER

This RFI is issued for information and planning purposes only and does not constitute a solicitation. This is not used to separate Prospective Bidders that intend to participate in an upcoming solicitation from those that have no interest in participating.

Responses to this RFI will not be returned. A response to this notice is not an offer and cannot be accepted by the JUDICIAL COUNCIL to form a binding contract. Responders are solely responsible for all expenses associated with responding to this RFI.

END OF FORM