

ANSWERS TO SUBMITTED QUESTIONS

Q #	Questions	RFP Reference (Document & Page-Section-Item)	Answers
1	For the numbering system in the required Statement of Qualifications, which starts at 4.4.3 through 4.4.3.12, Do you want all attachments just to follow 4.4.3.12 under a new tab called Attachment Forms?	Page 7 (page 4 of 8)	A separately marked tab within the SOQ placed anywhere after "References" is an acceptable location for the required attachments. Please include the required attachments listed in 4.4.2.1 in the order listed in the RFP, with the exception of Standard Form 330, Attachment 7, which may be included separately from the required attachments.
2	Under 4.4.3.8, Key Personnel/Team, are you looking for full resumes similar to that in the SF330, Part I, Section E-Resumes, or just a brief paragraph with a small listing of relevant projects for each member on the team?	Page 7 (page 4 of 8)	Full resumes for Key Personnel should be included.
3	Page 3 States "4.4.2.1 Firms Statement of Qualifications (SOQ) as outlined in section 4.4.3, including the following attachments." Would it be acceptable to include these attachments under a separately marked tab within the Statement of Qualifications?	Page 3, Section 4.4.2.1	See answer to Question 1.
4	Page 5, Section 5.1 states "proposer must submit (i) red-lined version of the Terms and Conditions that implements all proposed changes; (ii) a written explanation or rationale for each exception and/or proposed change." For any objections to the form of Agreement. Would it be acceptable to include any exceptions under a separately marked tab within the Statement of Qualifications?	Page 5, Section 5.1	Yes, a separately marked tab within the SOQ is an acceptable location for the explanation or rationale of exceptions taken to Attachment 2. However, please submit any red-lined versions of the Terms and Conditions in a separate Microsoft Word file with all proposed changes tracked using "Track Changes".
5	Can we add additional personnel and services to Attachment 3 as needed for the project? If so, how should we assign the percentage under Personnel Weight Factor?	Attachment 3	Yes, additional personnel and services may be added to the bottom of the Attachment 3 table or in a separate table. Enter "N/A" in the Personnel Weight Factor column for any added entries.
6	Do proposed subconsultants need to be registered with the Labor Commissioner of California and Department of Industrial Relations at the time of bid or if part of a project team awarded the contract, prior to said award?	RFP pg. 1, 2. LABOR COMPLIANCE, 2.3. Contractor Registration; AND RFP pg 6 (3 of 8), 4.4.3.5 Public Works Contractor Registration Number	All contractors doing business with the Judicial Council must be registered at both the time of bid and at the time of award. The only exceptions applicable to public work are identified in RFP Section 2.3, second paragraph: Business and Professions Code Section 7029.1 (applicable to joint venture entities), or Public Contract Code Sections 10164 or 20103.5 (when federal funds are involved).
7	Is there a specified date range of relevant projects included for the SF330, Section F?	RFP Page 6 (3 of 8), 4.4.2.1, Firms SOQ, Standard Form 330 .	Relevant projects within the last five (5) years should be included in the SF330.
8	Do you want the attachments that are listed in 4.4.2.1 to be located in the SOQ, AFTER "References" (section 4.4.3.12)?	Page 3 of 8	See answer to Question 1.
9	Do you want the attachments listed in 4.4.2.1, to be included in the proposal in the order you have listed them in the RFP.	Page 3 of 8	See answer to Question 1.
END OF QUESTIONS AND ANSWERS			