



**Judicial Council of California**  
ADMINISTRATIVE OFFICE OF THE COURTS

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## MEMORANDUM

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Date	Action Requested
<del>January 13, 2005</del> January 14, 2005	Please Review
To	Deadline
Potential Bidders	N/A
From	Contact
Administrative Office of the Courts	Linh Tran
Education Division	Distance Education Specialist
Subject	415-865-8721 phone
Addendum No. 1 to Request for Proposal	415-865-4335 fax
(RFP) #CJER-WBT-02	linh.tran@jud.ca.gov
entitled Custom eLearning Course	
Development	

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This Addendum No. 1 is issued for the Custom eLearning Course Development RFP, issued December 20, 2004, and lists questions asked for this solicitation with answers. Additionally, this Addendum modifies the RFP section 7.2 RFP Timeline.

### 7.2 RFP Timeline

RFP issued	12/20/2004
Questions/Requests for Clarifications Due	01/12/2005
Responses Due	<del>01/19/2005</del> 01/21/2005, by 5:00 p.m.
Demonstrations & Interviews Completed by	<del>02/02/2005</del> 02/05/2005
Contract negotiated by	<del>02/25/2005</del> 02/28/2005
Contract Period Begins	03/01/2005

*Question 1. Are there specific problems that you are looking for a vendor to overcome in your current training techniques?*

Answer 1. There are no specific problems in the AOC's current training techniques that are to be overcome by a vendor.

*Question 2. Is a vendor with a specialty in the legal arena a requirement? A major factor?*

Answer 2. It is neither a requirement nor a major factor for potential vendors to specialize in the legal arena.

*Question 3. Will the courseware be mandatory?*

Answer 3. There is some potential that some of the courseware will become mandatory; however, in most cases courses are not mandatory at this time. Courses that will be mandatory will be made known during the work order process.

*Question 4. Will you be hosting this on an LMS (Learning Management System)? If so, can you tell us which one?*

Answer 4. Please see the RFP section 1.1 last paragraph, and section 1.2 first paragraph.

*Question 5. Is any content, that might be re-purposed, produced in-house, or through a contractor? Were the materials that are to be re-purposed produced in-house by the AOC or from a previous e-learning developer?*

Answer 5. Typically, any content that is to be re-purposed has been developed in-house.

*Question 6. Can we possibly view any existing training and/or content?*

Answer 6. Although we do not consider it necessary to view the existing training /content materials prior to responding to the RFP, we can provide a CD-Rom containing samples of our courses for your reference. The deadline for this request is 12:00 p.m., noon, on January 18, 2005. Please contact Linh Tran via email at [linh.tran@jud.ca.gov](mailto:linh.tran@jud.ca.gov) or via voicemail at 415-865-8721 and indicate to whom the CD-Rom should be sent and the address for delivery. The request will be processed within 24 hours; however, the AOC does not guarantee that the CD-Rom will arrive in a timely manner.

*Question 7. What do you like/dislike about the current content?*

Answer 7. The navigation controls are user-friendly and consistent, and there are good graphics. The AOC would like to partner with the vendors to identifying new and better ways to present content that is usually heavy in text.