

ADMINISTRATIVE OFFICE OF THE COURTS (AOC)
Human Resources Division

Addendum #1 to RFP Number: HRD-TC-HRMIS/041902, dated April 19, 2002
Project Title: California Trial Courts HR Assessment and HRMIS Study

This addendum to the above named RFP is in response to questions frequently asked by vendors. The questions below are general frequently asked questions and may not be identical to the questions received by the AOC. If a particular question received by the AOC is not addressed in this addendum, the AOC does not have or will not provide any additional information on the issue at this time.

Question 1: Are there additional phases of this project? If so, what are they?

Answer: Tentatively, this Human Resources Assessment and HRMIS Study is the first phase of a three-phase project. In phase II, HRMIS software will be selected for the trial courts and, subsequently, phase III will encompass the implementation of the HRMIS. The actual scope and phases of the project may change as the project progresses. The RFP referenced above will only include the first phase of this project.

Question 2: Would participation in this Human Resources Assessment and HRMIS Study preclude the consulting firm selected from bidding on other phases of this project?

Answer: Respect for the judicial branch depends on the integrity of the decision-making process, which demands scrupulous adherence to procedures that prevent improper influence in the procurement process. Therefore, the AOC will not allow a contractor to use his or her contractual relationship with the AOC to influence a decision on a future contract in which the contractor has a financial interest.

Please refer to the following provision included in all agreements with the AOC when the contractor's recommendations will require the State to purchase Materials or additional consulting or Electronic Data Processing:

Prohibited Bids Concerning End Product of this Agreement

No person, firm, or subsidiary thereof, which has been awarded a consulting services agreement may submit a bid for, nor be awarded an agreement for, the provision of services, procurement of Materials or Data, or any other related action which is required, suggested, or otherwise deemed appropriate in the end product of this Agreement. This provision shall not apply to any person, firm, or subsidiary thereof, which is awarded a subcontract to this Agreement in amounts no more than ten percent (10%) of the total monetary value of this Agreement.

Question 3: Could I get a copy of the data collected from the other statewide trial court studies mentioned in Section 1.1 of the RFP?

Answer: The consulting firm retained for RFP# HRD-TC-HRMIS/041902 will have access to the reports and data collected from the other statewide trial court studies. Access to this information is not necessary to provide a proposal.

Question 4: Do we have to physically visit each court in order to conduct our assessment?

Answer: Given the objectives and timeframe provided in the RFP, we are leaving the recommendation of the data collection methodology to the consulting firms.

Question 5: Do the California Trial Courts have access to e-mail and the Internet?

Answer: In general, the representatives from the trial courts do have access to e-mail but may not have access to the Internet.

Question 6: Section 6.0 of the RFP indicates that the AOC may be limited in its ability to offer AOC staff support for this project. How many FTEs will the AOC be able to provide and what roles will they play?

Answer: In addition to providing Executive Sponsorship for this project, the AOC will provide 1.0 FTE, whose main role will be to assist with the management, coordination, and review of project activities.

Question 7: Does the AOC have a vendor list indicating those vendors that were sent the RFP?

Answer: The RFP was posted on the California Courts web site, in addition, it was sent to the following vendors:

(1) Mercer, (2) Deloitte Consulting, (3) PriceWaterhouseCoopers, (4) The Carter Group, Inc., (5) AG Consulting, (6) Booz Allen, (7) Cap Gemini Ernst & Young, (8) Watson Wyatt, (9) KPMG Consulting, (10) Cedar Consulting, (11) Acuent, (12) Accenture

Question 8: The phone number for the Office of Small Business and DVBE Certification on Section 13.0 of the RFP does not answer. Is the phone number accurate?

Answer: The phone number for the Office of Small Business and DVBE Certification has changed. The new number is: 916-375-4940