

**Request for Proposals (RFP): Juvenile Dependency Proceedings
Superior Court of California, County of Imperial
Bidder's Conference: May 10, 2005**

Questions and Answers (Q&A)

1. Why were respondents only given 40 days to prepare for the RFP?

The RFP was developed and issued as soon as was practicable under the circumstances; unlike other DRAFT RFP's, the Imperial RFP outlines a process by which attorneys will continue to contract with and be paid by the local Court (as opposed to with and by the AOC). This process took time to develop and delayed issuance of the RFP.

2. Will the resulting contract be between attorney providers and the State of California or the Court?

Contracts resulting from the RFP will be between providers and the Court.

3. How do mileage costs get taken into account in the RFP?

Mileage is listed as a separate line-item in the budget template.

4. Do you want to see separate proposals for children's and parent's counsel?

No, although a bidder may propose such an arrangement. All options will be considered by the Court.

5. Would it be possible for the same vendor to submit multiple proposals?

Yes. For example, a vendor could submit a proposal reflecting caseloads at existing levels and one reflecting either an increased or decreased desired caseload.

6. Once a Letter of Intent to Award is issued by the Court can proposal costs be negotiated?

Yes. The issuance of a Letter of Intent to Award initiates the contract negotiation process. Costs may be negotiated to ensure that all contracts resulting from the RFP are priced equitably, for example.

7. Can vendors submit proposals to take a certain percentage (%) of the number of kids in dependency? If so, what happens if that % is not met because filings are down, for example?

Vendors can submit proposals to represent a certain % of the overall caseload; contracts will contain opener provisions so that if actual provider caseloads are significantly higher or lower than contracted level, over a sustained period of time, the contracts can be renegotiated.

8. What happens at the end of the contract period?

At the end of the contract period the Court, in consultation with the AOC, may decide to: renegotiate contracts with existing vendors, issue a new RFP for all cases, or issue a new RFP for a portion of the caseload.

9. What happens to [our] existing caseloads if a new vendor is selected?

The case transition process is outlined in Attachment D of the RFP, page 6.

10. If [we] are not awarded contracts/do not submit proposals will [we] remain on the Court's overflow panel?

Yes, so long as panel requirements are met; however only a small overflow panel may be needed if contracts can be negotiated covering the vast majority of all cases.

11. When evaluating proposals, will existing provider caseloads be taken into account?

Existing caseload levels will not be taken into account per se, but provider experience (as exhibited in part by existing caseloads) is an important evaluation factor.

12. What were the Court's actual fiscal year 2003-2004 dependency counsel expenditures?

Expenditures in FY 2003-04 totaled, \$420,074 ; projected FY 2004-05 expenditures total, \$431,755.

13. What is the purpose behind the issuance of this RFP/the DRAFT pilot program?

The purpose of both the issuance of the RFP and the DRAFT pilot program is to promote uniform, high quality court-appointed counsel services in the most cost effective manner possible. Neither the RFP nor the pilot program is intended to be a cost-cutting mechanism.

14. When preparing proposals should bidders assume that the juvenile court calendar is going to stay the same?

Yes, although the Court will continue to oversee its calendar management practices to ensure that judicial resources are optimized. Any proposed calendar changes will be communicated to contract attorneys in advance

15. In the Scope of Services for child's counsel, under additional duties, responsibilities are listed relating to tort claims and immigration for example - will court-appointed counsel be required to represent children in these matters?

No, counsel is only required to follow the mandate of Welfare and Institutions Code §317 (e) and notify the court of the child's other legal interests.

16. The RFP asks for list of substitute counsel – there is a small pool of local attorneys who do this work – how can such a list be created?

Ensuring that all cases move forward within statutory time frames is of key importance in this RFP process. As such, bidders must identify substitute counsel; this requirement is not negotiable.

17. How are interpreter costs addressed in the RFP?

Interpreter costs are identified as a separate line-item in the budget template.

18. Can a bidder submit a proposal limited to 2 or 3 days a week only [attorney only available 2 or 3 days per week?]

Yes, however availability is a factor by which proposals will be ranked/evaluated.

19. Would all contract attorneys be required to show up for an off-day detention hearing?

No; scheduling of events such as off-day pick-ups will be determined collaboratively with selected providers once Letters of Intent to Award are issued.