

ANSWERS TO SUBMITTED QUESTIONS

Q #	Questions	RFP Reference (Document & Page-Section-Item)	Answers
1	Does this solicitation require Qualified Based Selection as stated in section Government Code §4526 states that "Notwithstanding any other provision of law, selection by a state and local agency head for professional services...shall be on the basis of demonstrated competence and on the professional qualifications necessary for the satisfactory performance of the services required." Does this section apply to this solicitation?	RFP-FS-2024-01-EL, Pages 14–15, Section 8	The Judicial Council is part of the separate branch of California government for the judiciary. The Judicial Council is not a state agency. Neither California's "Mini-Brooks Act," Government Code section 4525 et seq., nor its usage of state agency head consequently applies to the Judicial Council. This Request for Proposals ("RFP") is properly in compliance with and pursuant to the applicable laws and policies for the Judicial Council's procurement of the requested Services.
2	The RFQ outlines in the regional map, three areas, Northern Central Region, Bay Area Northern Coast Region and Southern Region. 1) Will companies be selected for all areas? or 2) can a company request to work in only specific areas?	Attachment B, Map of Judicial Council of California Service Regions	1) Yes, per section 2.2 of the RFP: "Consultants will be evaluated and selected to provide services <i>throughout the State</i> . A map of the three Judicial Council regions is included in this RFP for information only as Attachment B." 2) This RFP solicits for statewide Land Surveying Consulting Services—not regional. However, if awarded a Master Agreement, Consultant may elect to not participate in Project Proposals for any area of their choice.
3	May proposers submit a Certificate of Insurance in lieu of the insurance information in Attachment D, while including the Experience Modification Rate information?	Attachment D, Qualifications Questionnaire for Consulting Services, Page D-2, Consultant's Insurance Information RFP-FS-2024-01-EL, Page 11, Section 6.1.8.4	Per section 6.1.4.2 of the RFP: "A Consultant's Qualifications Questionnaire will be deemed nonresponsive if, without limitation, the Consultant's Qualifications Questionnaire is not submitted with its SOQ, <i>does not provide all requested information</i> , is not signed under penalty of perjury by an individual who has the authority to bind the Consultant, is not updated as required, or is misleading or inaccurate in any material manner (e.g., financial resources are overstated, previous violations of law are not accurately reported, etc.)" Per section 6.1.8.4 of the RFP: "Provide a statement of the Consultant's financial resources <i>and insurance coverage</i> ." Submit a certificate of insurance coverage in addition to your response to the information requested in Attachment D, Consultant's Insurance Information.

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4	Does the Council require proof of at least one licensed land surveyor or proof of licenses for all key staff?	RFP-FS-2024-01-EL, Page 14, Section 6.2 RFP-FS-2024-01-EL, Page 10, Section 6.1.5.1	List license numbers with issuance and expiration dates <i>for each key personnel</i> as applicable in Section 6.1.5.1 of your firm's Statement of Qualifications ("SOQ"). Submit a copy of your firm's business license and any other license(s) required for the performance of the Services in <i>section 6.2</i> of your firm's SOQ.
5	May proposers include on-call contracts as references, or should all references be for specific projects?	Attachment D, Qualifications Questionnaire for Consulting Services, Page D-5, Firm's Project References	For the Firm's Project References section of Attachment D, Consultants must list at least five (5) and no more than ten (10) projects for a California public entity that Consultant has provided the same or similar Services to during the past five (5) years. <i>It is</i> acceptable to the Judicial Council if these Services were provided under an "on-call contract", or Indefinite Delivery/Indefinite Quantity ("ID/IQ") contract, Master Agreement, or Leveraged Procurement Agreement.
6	Attachment D requests that proposers submit a financial statement for each of the past two full fiscal years. May proposers include Audited Consolidated Financial Statements from a company's annual report in an Appendix and include a website link to the annual reports?	Attachment D, Qualifications Questionnaire for Consulting Services, Page D-1, Consultant Information	Submit your firm's SOQ—including audited consolidated financial statements from annual reports—in PDF or Word format as indicated in section 5.3.2.1 of the RFP. The Judicial Council may not be able to receive electronic submissions with files equal to or greater than 30MB in size (individually or in total). Refer to Section 5.3.4 of the RFP, for information regarding file size limitations.
7	Attachment D, Qualifications Questionnaire for Consulting Services, page 1, states "Submit a financial statement for the past two (2) full fiscal years. A letter verifying availability of a line of credit may also be attached; however, it will be considered as supplemental information only, and is not a substitute for the financial statement." Would the Judicial Council consider accepting a letter verifying availability of a line of credit or a letter of financial stability as a fulfillment of this requirement, and not require a financial statement?	Attachment D, Qualifications Questionnaire for Consulting Services, Page D-1, Consultant Information RFP-FS-2024-01-EL, Page 11, Section 6.1.8.4	No, the Judicial Council <i>will not</i> consider a letter verifying availability of a line of credit—or a letter of financial stability—as substitutes for the financial statement requirement in Attachment D. Submit a financial statement for the past two (2) full fiscal years. The certification of correctness requirement in section 6.1.8.4 of the RFP, however, <i>can be</i> a letter from the Consultant certifying that Consultant's statement of financial resources is true and correct.
8	How many firms are expected to be selected?	Attachment C, Master Agreement (Sample Document), Page D-2, Exhibit D, Section 2.2.1.	Per section 2.3 of the RFP: " <i>Multiple</i> Consultants may be selected to enter into Indefinite Delivery/Indefinite Quantity ("ID/IQ") contracts with the Judicial Council." It is anticipated that only well-qualified firms will be selected.

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9	Will there be a certain number of firms selected per region?	Attachment B, Map of Judicial Council of California Service Regions	See answers to Questions 2 and 8.
10	Will the Judicial Council be providing title reports with exceptions for any properties of interest to be surveyed?	RFP-FS-2024-01-EL, Page 4, Section 3.3.2	Yes, the Judicial Council will provide title reports with exceptions for any properties to be surveyed.
END OF QUESTIONS AND ANSWERS			