

JUDICIAL COUNCIL OF CALIFORNIA

QUESTIONS AND ANSWERS

RFP# CFCC-2021-21-DM

April 1, 2021

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**Question #1:** For Project 1, RFP Section 2.1.1.7 stated that Virtual trainings must be delivered on a webinar conference platform that meets Judicial Council security requirements. Please advise what platforms meet JC's security environments? We would prefer zoom, we have a hipaa compliant line, but need to know if JC would require something else.

**Answer:** **The Judicial Council uses WebEx, Blue Jeans, and Zoom for Government.**

**Question #2:** For Project 1, RFP Section 2.1.1.8 stated that trainings are expected to last one to **three days** and approximately six to eight hours and presented in a venue that will accommodate a minimum of 50 up to 120 participants. This conflicts with: Section 2.1.2.2.4 which stated that Secure faculty and conduct trainings in each of the three (3) locations that are **two days** in length at each location. Please clarify the expectation for the required # of days. If the training is virtual, does a site need to be identified or can organizations determine how they want to gather for the training? Who decides whether the training is delivered virtually or on site? Virtual training can be provided with support of virtual rooms that do not require on-site coordination.

**Answer:** **The trainings are to last one to three days. The decision about whether a training will be delivered in person or virtually will be made by the Judicial Council. If the training is virtual, there will be no need for a physical location. The Judicial Council may request a hybrid training of in person and online.**

**Question #3:** For Project 1, RFP Section 2.1.1.13 stated that Contractor must deliver training programs that must include a significant amount of participatory activity and include a method for practice and individual feedback from the instructor(s). Can you clarify what is meant by individual instruction? We can build opportunities for feedback for individuals and groups, but not every individual.

**Answer:** **Every individual should be given an opportunity to practice any skills learned during the training and be given feedback. This can be one-on-one instruction or in groups. Not every individual may want to participate, but they should be given the opportunity to do so, if they would like.**

**Question #4:** For Project 1, Deliverable 3: Program presented (in first location if in person), and registration and evaluation information provided to Judicial Council staff, as well as debrief with staff within 10 days following the training. **The first training should occur by September 15, 2021.** When will the decision be made for the first regional training? This is a short turn-around from the approval of the project.

**Answer:** **If the training is required to be in person, the location of the training will be decided in consultation with the Judicial Council. The Judicial Council may request the first training to be virtual depending on health and safety guidelines.**

**Question #5:** For Project 2, the contractor will be expected to develop a series of **at least three (3) live curriculum** to be delivered either virtually or in person in an individual county and provide the series of trainings in at least two individual counties in Year 1, four individual counties in Year 2, and six individual counties in Year 3. Each live training in the series must last approximately 4 to 6 hours. It feels like we are missing some language here, can you please clarify as to what this means. Section 2.2.1.4 stated that Contractor must develop a series of at least 3 training curricula over 1 to 3 days for 10 to 40 people. The curricula must be a minimum of 4 to 6-hours per training session in the series in consultation with Judicial Council Staff. Same request for clarification. Also, who decides whether this is provided virtually or at a county location?

**Answer:** **This project requires a development of 3 series curriculum in family finding and engagement. This series of curriculum can be delivered over 1 to 3 days. Each curriculum in the series must be 4 to 6 hours, totaling 12 to 18 hours. The Judicial Council will decide, in consultation with the county, whether the training will be held virtually or in person.**

**Question #6:** For Project 2, Section 2.2.2.2.5 stated that Deliverable 3: Program presented in the first county, and registration and evaluation information provided to Judicial Council staff, as well as debrief with staff within 10 days following the training. The first individual county training should occur by **July 30, 2021.** When will the decision be made for the location of the first county training, and who will make it? This is a short turn-around from the approval of the project.

**Answer:** **The Judicial Council will work with the contractor as quickly as possible to identify the first county training. The Judicial Council may request the first training be virtual depending on health and safety guidelines.**