



REQUEST FOR PROPOSALS

JUDICIAL COUNCIL OF CALIFORNIA

Regarding: ADDENDUM #1

RFP Title: Enterprise Document Management Services

RFP Number: IT-DMS-2016-01-MDS

Due Date and Time: , 2016

Addendum #1

RFP Title: Enterprise Document Management Services

RFP Number: IT-DMS-2016-01-MDS

This Addendum 1 hereby modifies the RFP as follow:

1. Deletions in the RFP are shown in strikeout font (~~strikeout font~~); insertions are shown in bold underlined font (**bold underlined font**). Paragraph numbers refer to the numbers in the original RFP.
2. The following changes are made to the Cover Sheet: Proposal Due Date and Time: Proposals must be received by: 5:00pm, ~~November-3,~~ **10** 2016
3. The following changes are made to Section I - Introduction: 1.4 Timeline for this RFP:

The following list of key events govern this RFP.

EVENT	DATE
RFP issued to http://www.courts.ca.gov/rfps.htm :	September 21, 2016
Deadline for submission of written questions to solicitations@jud.ca.gov	October 4, 2016 , No later than 5pm, Pacific Time
Telephone Conference Call - Pre Proposal Introduction and Conference (attendance is optional) Dial 1-877-820-7831, PASSCODE 109630	October 5, 2016
Written questions and answers posted at http://www.courts.ca.gov/rfps.htm	October 14, 2016*
Proposal due date and time	November 3 <u>10</u>, 2016 , No later than 5pm, Pacific Time.
Anticipated interview dates	November 14-18 <u>28-</u> <u>December 2</u>, 2016*
Posting of Technical/Non-Cost Proposal Scores at http://www.courts.ca.gov/rfps.htm	November 22, <u>December 6</u>, 2016*
<u>Public Opening of Cost Proposals at 1pm PDT, Judicial Council Offices, 3rd Floor Conference Center</u>	November 28 <u>December 7</u>, 2016*
Notice of Intent to Award Contract to Vendor	December 5 <u>13</u>, 2016*
Notice of Award	Contract Effective date January 12, <u>February 15</u>, 2017*

* Denotes estimated dates.

Addendum #1

RFP Title: Enterprise Document Management Services

RFP Number: IT-DMS-2016-01-MDS

4. The following changes are made to Section II - Rules Governing Competition: II.2.3.1., Submission Requirements, first sentence: Submission Requests, first sentence: Bidder Proposal to this RFP shall be delivered to the person and by the date and time specified in RFP Section I.4, Timeline for This RFP, November ~~3~~, 10, 2016, by 5pm PT.

Same Section, Paragraph Five: The Proposal shall remain valid for a minimum of ~~120~~ 270 days from date of receipt of Proposal by the Judicial Council.

Section II- Rules Governing Competition, Section II.3.2, Tier 2 - Technical Evaluation/Non-Cost Scoring, First Paragraph, Last Sentence: ~~Bidders that have their Technical Evaluations scored within the top range, the "Competitive Range" (short list) will advance to Tier 3 evaluations as outlined below. Bidders who do not advance to Tier 3 will be notified in writing.~~

Same Section, Paragraph 2, Bullet Point 4: Evaluation of exceptions to RFP Appendix H, Master ~~Services Agreement and/or RFP Appendix I, Leveraged Purchase Agreement~~ (including Exhibits)

Same Section, Bullet Point 5: Bidder Demos and Clarification Sessions, ~~invites sent only to Competitive Range Proposers~~

Section II- Rules Governing Competition, Section II.3.3., Tier 3 – Cost Scoring Evaluation, First Paragraph: After completion of the Technical Evaluation, the Judicial Council will publish the final Technical Evaluation on the DMS RFP Judicial Council's website on ~~November 28~~, December 6, 2016. ~~Only Bidders in the Competitive Range~~ will then be evaluated on their Cost Proposals after each Cost Proposal is opened on ~~November 28~~, December 6, 2016 at 1pm at the Judicial Council, 3rd Floor Conference Center offices in San Francisco.

Section II- Rules Governing Competition: ~~Section II.4.9, Anti-Trust Claims: In submitting a Proposal to the Judicial Council, the Proposer offers and agrees that~~

5. The following changes are made to Section VII – Proposal Format: The Cost Proposal (both printed copies and USB Flash Drive ~~CD/DVD~~) must be in a sealed envelope and submitted separately from the Proposal submission and labeled "Cost Proposal."
6. The following changes are made to Section VIII – Proposal Evaluation: Section VIII.5.1 Scored Components, Paragraph 2, Sentence 3: ALTHOUGH SOME CATEGORIES ARE WEIGHTED MORE THAN OTHERS, ALL ARE CONSIDERED NECESSARY (EXCEPT THE DVBE AND SMALL BUSINESS INCENTIVES), AND A PROPOSAL MUST BE TECHNICALLY ACCEPTABLE IN EACH AREA TO BE ELIGIBLE FOR AWARD.

Section VIII- Proposal Evaluation, Section IX.5.1.4. Evaluation of Cost: Sealed cost information will not be opened until the Technical/Non-Cost Scoring has been published on ~~November 22~~, December 6, 2016

Addendum #1

RFP Title: Enterprise Document Management Services

RFP Number: IT-DMS-2016-01-MDS

Section VIII- Proposal Evaluation, Section VIII.6 Tier 3- Cost Evaluation, Sentence 1: After completion of the Tier 2 Technical/Non-Cost Evaluation, the Evaluation Team ~~will select a “short list” of Finalist Bidders with the highest scores and~~ proceed to the Cost Evaluation. The Cost Evaluation will be publicly opened on ~~November 28,~~ December 7, 2016 at 1pm PT, Judicial Council Offices, 3rd Floor Conference Center. After the Cost Evaluation is scored for each Proposer the Notice(s) of Intent to Award will be posted on or about ~~December 5,~~ December 13, 2016.

[END OF ADDENDUM 1]