



JUDICIAL COUNCIL OF CALIFORNIA

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ADDENDUM NO. 1

Date Issued: **February 19, 2015**
RFQ Number: **RFQ #JBCP-2015-01-JT**
RFQ/Project Title: **HOLLYWOOD COURTHOUSE MODERNIZATION**
Contact: **CapitalProgramSolicitations@jud.ca.gov**
Action Requested: **Review changes as shown below**

- ① Please note the contact email shown on the www.courts.ca.gov website was incorrect and has been corrected. The email address provided in the RFQ document itself was correct. The correct address is shown above.

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- ② The “size limit” for SOQ submittals is modified below. Please note changes to Sections 3.5.4 through 3.5.7 of the SOQ Format and Content as shown by underlined text.

3.5. **SOQ Format and Content.** SOQs must be concise, well organized, and demonstrate Firm’s qualifications. SOQs shall be formatted as outlined below. SOQs shall be no longer than **thirty (30) single-sided pages**, 8.5” x 11” paper, inclusive of résumés, forms, and pictures, and tabbed according to the numbering system reflected below with consecutive page numbers.

3.5.1. **Letter of Interest** – A dated Letter of Interest must be submitted including the legal name of the Firm, address, telephone and fax numbers, and the name, title, and signature of the person(s) authorized to submit the SOQ on behalf of the Firm. The Letter of Interest should provide a brief statement of Firm’s experience and indicate the unique background and qualities of Firm, its personnel, and its sub-consultants, and what will make Firm a good fit for work with the Judicial Council.

- 3.5.2. **Table of Contents** – A table of contents of the material contained in the SOQ should follow the letter of interest.
- 3.5.3. **Executive Summary** – The executive summary should contain an outline of Firm’s construction management approach, along with a brief summary of Firm’s qualifications.
- 3.5.4. **Prequalification Questionnaire** – Firm shall complete and provide the Judicial Council’s Prequalification Questionnaire (Attachment “C”) (“Questionnaire”) and provide a comprehensive response for each prequalification criteria contained in the Questionnaire and organized as provided in the Questionnaire. Firms must complete the Questionnaire; no other prequalification documents will be accepted or satisfy the Judicial Council’s prequalification requirement. The Prequalification Questionnaire pages are excluded from 30-page requirement.
- 3.5.5. **References** – Include letters of reference or testimonials, if available. Firm should limit letters of references or testimonials to no more than ten (10). The Reference pages are excluded from 30-page requirement.
- 3.5.6. **Conflict of Interest** – If applicable, provide a statement of any recent, current, or anticipated contractual obligations that relate to similar work that may have a potential to conflict with Firm providing the Services to the Judicial Council. The Conflict of Interest pages are excluded from 30-page requirement.
- 3.5.7. **Payee Data Record** – Provide one (1) completed and signed Payee Data Record Form (Attachment “D”). Indicate the “exact legal name” under which Firm proposes to contract with the Judicial Council. The Payee Data Record Form/pages are excluded from 30-page requirement.

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