

# JUDICIAL COUNCIL OF CALIFORNIA

## QUESTIONS AND ANSWERS

**RFP Title: User-Testing and Designing Court Forms  
RFP-CFCC-2023-03-LP**

**April 17, 2023**

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1. **QUESTION:** Which JCC/Child Support forms are you referencing in this RFP? Can you please supply the form numbers?

**ANSWER:** The forms would come from the governmental child support set (FL-600 series). While the specific forms have yet to be determined, the selected forms would be some of the most commonly used forms, such as *Summons and Complaint Regarding Parental Obligations* (form FL-600), *Answer to Complaint Regarding Parental Obligations* (form FL-610), or *Judgment Regarding Parental Obligations* (form FL-630).

2. **QUESTION:** I am obviously aware that you are using the Adobe Designer or Adobe InDesign to build your forms. Are you open to an approach where we would convert these forms into HTML 5/browser-based forms? PDF output is doable, but we would provide you with the ability to deliver forms that are responsive, accessible, deliver a guided experience, unlock the data that is captured in traditional PDF forms, provide the ability for self-directed litigants to complete and esign forms on mobile devices, etc...?

**ANSWER:** No. The licensing agreement the Judicial Council has with Adobe to use its Adobe Management Experience (AEM) Designer excludes HTML 5 to design and revise Judicial Council forms.

3. **QUESTION:** Are you open to a Cloud based, SaaS solution that would be used for rendering the forms upon request?

**ANSWER:** Yes, this would be acceptable as long as the forms are password-protected and delivered in a timely fashion.

4. **QUESTION:** Are you planning to put these new forms into production? Or is this exercise being done for educational purposes only?

**ANSWER:** The former. Although any changes to existing forms or new forms would need to be reviewed and approved by the Family and Juvenile Law Advisory Committee, the Rules Committee and ultimately by the Judicial Council before the forms would then be made available for use by the public.

5. **QUESTION:** Would you like to leverage esignatures as a part of this project?

**ANSWER:** As the final product would be in fillable static PDF format, e-signature capability is not required.

6. **QUESTION:** Does language localization apply? In other words, will the set of forms need to be available in languages other than English.

**ANSWER:** Any forms that are developed through this project would be in English. The Judicial Council would then have the forms translated into other languages as appropriate.