



**Judicial Council of California**  
ADMINISTRATIVE OFFICE OF THE COURTS

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MEMORANDUM

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Date	Action Requested
October 6, 2006	N/A
To	Deadline
Interested Parties	N/A
From	Contact
Administrative Office of the Courts Office of Court Construction and Management	N/A
Subject	
RFQ number: OCCM-FY2006-003 ID/IQ A&E Services - Shortlist	

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The shortlist of A&E teams to be invited to interview with the AOC will be posted in this location (<http://www.courtinfo.ca.gov/reference/rfp/archeng-rfq.htm>) no later than 5:00pm on Wednesday, October 11, 2006.

The interviews will be conducted October 16 through October 27, in the AOC regional office (Sacramento, Burbank, and San Francisco) most convenient for each A&E team. The tentative schedule is to conduct them in Sacramento on October 17 and 18, San Francisco on October 19 and 20, and Burbank on October 25, 26, and 27. This schedule is subject to change but will be finalized by October 12. Candidates will be contacted via telephone to confirm their interview location and time.

Interviews will be 45 minutes in length, with a presentation by the A&E team of no longer than 30 minutes, followed by Q&A. The presentation must address the selection criteria as listed in the RFQ. Please bring no more than 6 persons to the interview, and provide any equipment necessary for the presentation (a projection screen will be available).

We thank all of the submitting teams for their interest and participation.