

# ADMINISTRATIVE OFFICE OF THE COURTS

## QUESTIONS AND ANSWERS

**RFP Number: ERS 060109**

### Statewide Emergency Notification Service Program

**June 9, 2009**

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**Question 1:** I think the four efforts [for Part B of the DVBE Participation form] would mean we are going to subcontract some work out to a DVBE. For our type work/service; there are no options for a subcontractor. Please let me know if we can still participate in responding to this RFP.

**AOC Response:** The DVBE Participation form does not require that a firm subcontract work/services.

**Question 2:** Regarding the 3% DVBE personnel requirement form. As an ASP provider, it is simply not possible to participate, since there is no onsite work to be done. All training etc. Can we obtain a waiver or how do we notate that on the form? Will not participating weigh heavily against up regarding the award?

**AOC Response:** See the answer to Question 1.

**Question 3:** Can we get a copy of the RFP in an editable MS Word format?

**AOC Response:** The MS Word version of the RFP is available at <http://www.courtinfo.ca.gov/reference/rfp/documents/ers-rfp-20090601.doc>, and may be edited after saving to your computer.

**Question 4:** I have a question regarding the disabled veteran business enterprise requirement. The form states the AOC requires 3% minimum participation from a DVBE. Can you clarify that requirement? Does that require us to sub-contract a portion of the contract to a DVBE firm?

**AOC Response:** We have a goal (not a “minimum” of 3% participation). The goal is not a “requirement.” For the sub-contract question, see the answer to Question 1.

**Question 5:** Since the forms are to be typed and we have found that .pdf to Word conversion software doesn't adequately convert forms; may we please have a copy of the RFP in Microsoft "Word" format?

**AOC Response:** See the answer to Question 3.

***END OF QUESTIONS AND ANSWERS***