



Judicial Council of California

ADMINISTRATIVE OFFICE OF THE COURTS

FINANCE DIVISION

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Director, Finance Division

TO: POTENTIAL BIDDERS

FROM: Administrative Office of the Courts
Finance Division

DATE: February 14, 2008

SUBJECT/PURPOSE OF MEMO: **ADDENDUM 1**

Project Title: Judicial Council Forms Translation Project

RFP Number: CFCC-0108-RB

PROPOSAL DUE DATE: Proposals must be received by 1:00 pm, Monday, February 25, 2008

See Section 3.1 of the RFP for additional key dates.

SUBMISSION OF PROPOSAL: Proposals must be sent to:

Judicial Council of California
Administrative Office of the Courts
Attn: Nadine McFadden, CFCC-0108-RB
455 Golden Gate Avenue
San Francisco, CA 94102

The following paragraphs in the RFP are hereby revised with the following changes:

Paragraph 4.2 on page 6 of the RFP:

- 4.2 The consultant shall participate in revision processes with some revisions being prepared by consultant, and some revisions being prepared by AOC staff using AOC software. The consultant shall deliver completed revisions to the AOC within five (5) business days of a request for revision. ~~The revision process will be deemed completed when AOC staff is satisfied with the final translation and formatting.~~

Paragraph 4.7 on page 6 of the RFP:

- 4.7 Chinese, Russian, and Spanish translations must be performed by translators **who are currently on record** with ~~“Active” membership status by~~ the American Translators Association ~~as “Certified” to translate from English into the target language.~~ **Cambodian, Korean, Tagalog, and** Vietnamese ~~and Cambodian~~ translations must be performed by translators **who are currently on record** with ~~an “Associate” membership status in~~ the American Translators Association **as having an “Active” status to translate English into the target language.** All translators must be U. S. citizens or permanent residents of the U.S.

Paragraph F on page D-2 of Attachment B, Terms and Conditions:

- F. For Spanish translations, the Contractor shall use only translators ~~certified with a “Active” or “Corresponding” certification.~~ **“Certified” certification** by the American Translator Association ~~with a current~~

Paragraph K on page D-3 of Attachment B, Terms and Conditions:

- K. All Work shall be performed by persons within ~~North America.~~ **the United States.** At no time shall any part of the Work be performed by persons outside of ~~North America.~~ **the United States.**

Paragraph N on page D-3 of Attachment B, Terms and Conditions:

- N. The Contractor will participate in revision processes. The Contractor shall prepare some revisions and AOC staff shall also prepare some revisions, using AOC software. Revisions prepared by the Contractor shall be due within ~~three~~ **(3) five (5)** business days of the request to revise. AOC revisions will be inserted in the WORD file using Track Changes. ~~AOC will provide Contractor with revisions within three (3) weeks of AOC’s receipt of documents from Contractor.~~