Superior Court of California, County of Ventura
Responses to Proposer Questions to RFP # 2627-318 IT Staffing Services

#	CATEGORY	QUESTION	RESPONSE
1	Candidate experience	Are there minimum years of experience, certifications, or education requirements for each role? Which PowerBuilder and PFC versions are in use?	The technical requirements for each classification may be clarified when the court requests the placements. Minimum and maximum hourly rates for each classification should account for range of experience, certifications, and education of candidates.
2	Candidate experience	11. Can you please provide the below details for the requested roles? What are the minimum educational qualifications? Any mandatory no. of years of experience? Any specific skills or mandatory certifications required?	The technical requirements for each classification may be clarified when the court requests the placements. Minimum and maximum hourly rates for each classification should account for range of experience, certifications, and education of candidates.
3	Candidate placement	1.1 Candidate Evaluation and Selection: Following the submission of a qualified candidate's resume, could the Court clarify its typical evaluation and selection process, including the anticipated number of interview rounds and the expected timeline from submission to onboarding?	The Court Project Manager or designee will conduct an interview and make the candidate selection. A second interview may be necessary depending on position. Court Human Resources will facilitate the Livescan process. The proposer will conduct standard background checks with the selected candidates. LiveScan results are typically available in three to four days; however, processing time may vary based on the candidate's background. Candidates may begin work after all checks are complete.
4	Candidate placement	Please describe the Court's interview process, typical time to selection, and the typical time and cost responsibility for Livescan and background clearance.	The Court Project Manager or designee will conduct an interview and make the candidate selection. A second interview may be necessary depending on position. Court Human Resources will facilitate the Livescan process. The proposer will conduct standard background checks with the selected candidates. LiveScan results are typically available in three to four days; however, processing time may vary based on the candidate's background. The cost of LiveScan will be reimbursed by the court. Candidates may begin work after all checks are complete.
5	Candidate placement	2. Can staff outside California meet the Livescan background-check requirement through an FBI fingerprint card or a Livescan site in their own state?	Background-check requirement through an FBI fingerprint card can be completed out of state.
6	Candidate placement	6. Background checks: Are there specific background check or fingerprinting requirements (e.g., California DOJ/Live Scan) for placed resources?	Court Human Resources will facilitate Livescan. The proposer will conduct standard background checks with selected candidates.

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7	Candidate placement	12. Screening and onboarding: The scope says the Court will conduct Livescan and criminal background checks. Please clarify the screening steps, who pays any related fees, the expected processing time, and whether candidates may begin work only after all checks are complete.	Court Human Resources will facilitate the Livescan process. The proposer will conduct standard background checks with the selected candidates. LiveScan results are typically available in three to four days; however, processing time may vary based on the candidate's background. The cost of LiveScan will be reimbursed by the court. Candidates may begin work after all checks are complete.
8	Candidate resumes	c) We noted that the Notice of Intent to Award is estimated for November 20, 2026. Could you please advise when candidate profiles will be evaluated and when the onboarding process is expected to begin? Would it be appropriate for us to submit candidate profiles at this stage, or should profiles be provided after the award notification?	Proposers are not asked to provide resumes in the RFP proposal. Resumes will be requested when individual staffing needs arise after contract award.
9	Candidate resumes	What turnaround time does the Court expect for resume submission after a request, and how many candidates should be submitted per opening?	The proposer should provide its resume submission turnaround times in the Technical Proposal.
10	Candidate resumes	1.2 Candidate Submission Timeline: Does the RFP or resulting agreement specify a maximum timeframe within which vendors must submit qualified candidates following a staffing request? If so, please identify the applicable provision. Otherwise, does the Court have established service-level expectations regarding candidate submission timelines?	The proposer should provide its resume submission turnaround times in the Technical Proposal.
11	Candidate resumes	7. Referring Attachment 1, Section 5 states that candidate resumes will be submitted when the JBE requests an IT resource placement; Could the Court please confirm whether candidate actual resumes or sample resumes are required with the initial proposal or only upon the Court's request for IT resource placement. If resumes are required with the proposal, please specify the minimum number required for each role.	Proposers are not asked to provide resumes in the RFP proposal. Resumes will be requested when individual staffing needs arise after contract award.
12	Candidate resumes	6. Resumes: Would sample resumes for the roles be preferred, or should we provide actual resumes of the roles?	Proposers are not asked to provide resumes in the RFP proposal.
13	Candidate resumes	3. For the "experience on similar assignments" criterion, will the Court consider the proposed staff's individual experience (for example, SQL Server migration and ETL work in large enterprises) when the firm has no prior court contract? Are client references required with the proposal?	The court will consider the proposer's experience in providing qualified and experienced IT professionals to support IT modernization efforts of public sector organizations. Client references are required.

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14	Candidate resumes	Reference: Attachment 3, Appendix C, Section 1.6 Question: There is a requirement to provide resumes for replacement key personnel within two (2) business days. What is the expected turnaround requirement for replacing non-key personnel?	There are no expected turnaround requirements for replacing non-key personnel. Attachment 3, Appendix C, Section 1.6 is for Contractor Key Personnel.
15	Candidate resumes	5. Candidate resumes: Should proposers include named candidate resumes with the proposal, or will candidates be submitted after contract award?	Proposers are not asked to provide resumes in the RFP proposal. Resumes will be requested when individual staffing needs arise after contract award.
16	Candidate resumes	2. Please confirm whether resumes are required with the initial proposal or only upon the Court's request for resource placement. If required with the proposal, should they be actual available candidates or are sample resumes acceptable?	Proposers are not asked to provide resumes in the RFP proposal. Resumes will be requested when individual staffing needs arise after contract award.
17	Candidate resumes	8. Candidate Resumes and Availability; Are proposers required to submit resumes of specific candidates for the SQL Server Developer, PowerBuilder Developer, and Technical Business Analyst classifications with the initial proposal, or will resumes be requested when individual staffing needs arise after contract award?	Proposers are not asked to provide resumes in the RFP proposal. Resumes will be requested when individual staffing needs arise after contract award.
18	Contract amount	What was the previous spending, and what is the anticipated budget for this effort?	There is no previous spending.
19	Contract amount	1. Anticipated Budget: Could you please confirm the anticipated budget or budget ceiling for this contract across the term(s)?	We will establish a not-to-exceed amount upon contract award.
20	Contract amount	5. Budget and contract ceiling: The draft agreement leaves the contract amount blank. Please provide the anticipated budget or not-to-exceed amount for the initial term and, if available, the amounts anticipated for each option year.	We will establish a not-to-exceed amount upon contract award.
21	Contract amount	3.3 Contract Budget: Is there an estimated contract value, maximum expenditure limit, or budget range that the Court can share for the initial contract term ending December 31, 2027?	We will establish a not-to-exceed amount upon contract award.
22	Contract amount	5. Does the Court have an estimated annual expenditure or anticipated demand for staff augmentation services under this program?	We will establish a not-to-exceed amount upon contract award.
23	Contract usage	1. Hours and duration: Does the Court expect each placement to be full-time (40 hours per week)? What is the anticipated duration of each initial assignment?	The contract awarded from this RFP will be used as needed. There is no guaranteed minimum level of usage.
24	Contract usage	3. What is the expected duration and approximate weekly hours for each of the three current placements (SQL Server Developer, PowerBuilder Developer, Technical Business Analyst)?	The contract awarded from this RFP will be used as needed. There is no guaranteed minimum level of usage.

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25	Contract usage	What is the expected duration of placements, and what is the target start date for the first placements?	The contract awarded from this RFP will be used as needed. There is no guaranteed minimum level of usage.
26	Contract usage	3.1 Project Duration: What is the anticipated overall duration of the Court's case management system modernization initiative, particularly the staffing requirements associated with this RFP?	The case management system modernization initiative is anticipated for the initial contract term.
27	Contract usage	3.2 Resource Allocation and Utilization: For the three identified classifications, does the Court anticipate full-time dedicated resources, part-time engagements, or variable assignments based on individual task orders? Additionally, are estimated weekly hours or anticipated resource quantities available for proposal planning?	The contract awarded from this RFP will be used as needed. There is no guaranteed minimum level of usage.
28	Contract usage	4. Duration and hours: What is the expected engagement length and weekly hours for each role, and what is the anticipated start date for the initial placements?	The contract awarded from this RFP will be used as needed. There is no guaranteed minimum level of usage.
29	Contract usage	2. Volume and duration: How many positions does the Court expect to fill for each role, and for about how many months or hours each?	The contract awarded from this RFP will be used as needed. There is no guaranteed minimum level of usage.
30	Contract usage	3. Could the Court provide the estimated number of resources required for each of the three positions and their anticipated assignment durations?	The contract awarded from this RFP will be used as needed. There is no guaranteed minimum level of usage.
31	Contract usage	2. Number of Resources and Hours: How many resources does the Court anticipate needing for each of the three roles, and what is the expected number of hours per week and duration for each assignment?	The contract awarded from this RFP will be used as needed. There is no guaranteed minimum level of usage.
32	Contract usage	3. Number of positions: How many resources does the Court anticipate needing for each role (SQL Server Developer, PowerBuilder Developer, Technical Business Analyst)?	The contract awarded from this RFP will be used as needed. There is no guaranteed minimum level of usage.
33	Contract usage	6. How many IT professionals does the Court anticipate requiring under each of the three identified roles (SQL Server Developer, PowerBuilder Developer, and Technical Business Analyst)?	The contract awarded from this RFP will be used as needed. There is no guaranteed minimum level of usage.
34	Contract usage	How many resources does the Court expect to place in each role (SQL Server Developer, PowerBuilder Developer, Technical Business Analyst) at the start of the contract and at peak?	The contract awarded from this RFP will be used as needed. There is no guaranteed minimum level of usage.
35	Contract usage	3. Volume / Resource Sizing: Could you clarify the specific volume details regarding the 3 positions mentioned in the scope?	The contract awarded from this RFP will be used as needed. There is no guaranteed minimum level of usage.

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36	Contract usage	6. Expected staffing demand: For each of the three roles-SQL Server Developer, PowerBuilder Developer, and Technical Business Analyst-please provide the anticipated number of placements, estimated hours or full-time-equivalent demand, expected start dates, and expected assignment duration. Please also clarify whether the Court guarantees any minimum hours or placement volume.	The contract awarded from this RFP will be used as needed. There is no guaranteed minimum level of usage.
37	Corrections to RFP	13. RFP and attachment references: The RFP identifies Attachment 7 as the Small Business Declaration, but Section 11 refers to it as Attachment 5. Please confirm Attachment 7 is the correct form. Please also confirm the applicable version of the administrative rules, since the attachment list labels them as IT goods and services while the RFP attachment table describes them as non-IT services.	Correction made to RFP sections 4 and 11. Attachment 7 is the correct form. This RFP is for IT services.
38	Corrections to RFP	Section 11.0 refers to the Small Business Declaration as “Attachment 5.” Attachment 5 is the Cost Proposal Form and the Small Business Declaration is Attachment 7. Please confirm Attachment 7 is the correct form, and that a DGS-certified small business claiming the preference must complete and submit it.	Correction made to RFP section 11. Attachment 7 is the correct form and must be completed to claim small business preference.
39	Corrections to RFP	9. Appendix A of Attachment 3 references RFP 2526-318, while the solicitation identifies RFP 2627-318. Additionally, Section 11.0 references Attachment 5 for the Small Business Declaration, whereas the attachment listing identifies Attachment 7. Please confirm the correct references.	Correction made to RFP section 11 to reference Attachment 7. Correction made to Attachment 3, Appendix A section 2, to reference RFP number 2627-318.
40	Corrections to RFP	4. Prior contract and incumbent: The draft agreement refers to RFP 2526-318, while this solicitation is 2627-318. Please confirm whether that reference is a clerical error and whether this RFP is a recompete or continuation of a prior IT staffing contract, or a new opportunity. If there was a prior contract, please identify the incumbent and provide or point us to the prior solicitation, award notice, executed agreement, amendments, approved rate schedule or cost proposal, and available contract spending and staffing history, subject to applicable disclosure requirements.	Correction made to Attachment 3 to reference RFP 2627-318.
41	Corrections to RFP	10. Cost-form entries: Attachment 5 contains “lala” in the rows for other service rates. Please confirm these are unintended placeholders and explain whether proposers should delete or replace them, or leave the additional service rows blank when not applicable.	Correction made to Attachment 5 to leave row blank.

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42	Cost evaluation	What formula will be used to score cost? Are the three roles and three service periods weighted equally, or weighted by anticipated hours?	The three roles and service periods are weighted equally. Points will be assigned based on the maximum hourly rates.
43	Cost evaluation	How will the Court use the minimum and maximum hourly rates when scoring the 50 cost points and when selecting a rate for a specific placement?	Points will be assigned based on the maximum hourly rates.
44	Cost evaluation	2. Cost scoring: RFP Section 6.2 requests minimum and maximum hourly rates for each role and period. How will these be used to calculate the 50 cost points (for example, the minimum rate, the maximum rate, or an average)?	Points will be assigned based on the maximum hourly rates.
45	Cost evaluation	3. Cost Evaluation Method: Section 6.2 requests minimum and maximum hourly rates for each role. Please clarify how the minimum and maximum rates will be used in scoring the cost portion (e.g., maximum rate only, average of minimum and maximum, or another method).	Points will be assigned based on the maximum hourly rates.
46	Cost evaluation	Cost evaluation methodology: How will the minimum and maximum hourly rates be used to calculate the 50-point cost score? Please identify any assumed hours, weighting among roles and contract periods, and whether scoring will use minimum rates, maximum rates, or another calculation.	The three roles and service periods are weighted equally. Points will be assigned based on the maximum hourly rates.
47	Cost evaluation	4. Evaluation of Hourly Rates and Price Reasonableness; Given that cost represents 50% of the overall evaluation, how will the Court assess whether proposed hourly rates are reasonable and sufficient to attract and retain qualified IT professionals, particularly for specialized positions such as PowerBuilder Developer and SQL Server Developer?	The proposer is responsible for providing rates for services that meet the RFP requirements.
48	Cost evaluation	5. Unusually Low or Potentially Unsustainable Rates; If a proposer submits hourly rates significantly below prevailing market levels, will the Court evaluate the proposer's ability to recruit, retain, and deliver qualified personnel at those rates? Does the Court reserve the right to request clarification or supporting information regarding the feasibility of the proposed pricing?	The proposer is responsible for providing rates for services that meet the RFP requirements. Court does have the right to request clarification or supporting information regarding the feasibility of the proposed pricing.
49	Cost evaluation	6. Cost Evaluation Methodology; Will cost points be calculated based on individual labor classification rates, a weighted combination of proposed rates, or another methodology? Please clarify how the cost evaluation will be performed.	The three roles and service periods are weighted equally. Points will be assigned based on the maximum hourly rates.

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50	Cost evaluation	9. Minimum and maximum rates: Attachment 5 requests both minimum and maximum hourly rates for each listed role and contract period. Please explain how the Court will use these rates when requesting candidates, approving placements, invoicing, and evaluating cost. Please also clarify whether rates may vary by candidate experience or other factors within the submitted range.	The proposer is asked to provide a minimum and maximum rate per classification to account for individual candidate experience and other factors.
51	Cost evaluation	6.1 Minimum and Maximum Hourly Rates – Attachment 5: For Attachment 5, could the Court clarify whether the minimum and maximum hourly rates should represent: For Attachment 5, do minimum and maximum rates mean our overall high/low for the contract, or the range we commit to for each Court placement?	The proposer is asked to provide a minimum and maximum rate per classification to account for individual candidate experience and other factors.
52	Cost evaluation	3. Rates: May the minimum and maximum hourly rates reflect differences such as experience level or onsite versus remote work?	The proposer is asked to provide a minimum and maximum rate per classification to account for individual candidate experience and other factors.
53	Cost evaluation	5. Attachment 5 requires minimum and maximum hourly rates for each position. Please clarify whether these ranges are intended to accommodate different candidate experience levels and how the proposed rate ranges will be considered during cost evaluation.	The proposer is asked to provide a minimum and maximum rate per classification to account for individual candidate experience and other factors.
54	Cost proposal	7. Rate Adjustments During the Contract Term; Will the proposed hourly rates remain fixed throughout the initial contract period and any extensions, or will the Court permit rate adjustments under defined circumstances?	Rates will be fixed based on proposer's responses to Attachment 5: Cost Proposal.
55	Cost proposal	Are conversion (direct hire) fees permitted if the Court wishes to hire a placed resource?	Direct hire fees can be provided in the Other Service Rates Section of Attachment 5: Cost Proposal.
56	Cost proposal	How are overtime, holidays, and Court closure days handled for billing purposes?	If the hourly rate for overtime work or work performed on a court holiday is different from the hourly rate for a regular workday, please identify the overtime rate and/or holiday pay rate on separate line items in the Cost Proposal.
57	Cost proposal	May rates for 2028 and 2029 include annual escalation, and is there a cap?	Proposer may provide different amounts for 2028 and 2029.
58	Cost proposal	Reference: RFP Section 6.2 & Attachment 5 Question: Rows 9, 10, and 11 in Attachment 5 provide space for three additional labor categories that contractors may propose. Are we limited to proposing only three additional labor categories?	Please submit the Cost Proposal as a separate attachment if proposer will provide more than three line items in the Other Service Rates Section.

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59	DVBE	Is there a minimum level of DVBE participation required to receive the incentive, and how is participation measured for an as-needed staffing contract with no committed hours (for example, percentage of billed hours or of revenue paid to the DVBE)?	Attachment 6 must be completed to qualify for the DVBE incentive of 3 points.
60	DVBE	Can a proposer that is not itself a DVBE earn the DVBE incentive by using one or more certified DVBE subcontractors, with each DVBE completing Attachment 6?	The proposer must be a DVBE.
61	DVBE	2. If subcontracting is permitted, can a non-DVBE prime contractor qualify for the three-point DVBE incentive through a certified DVBE subcontractor? If so, what minimum participation commitment and documentation are required?	The proposer must be a DVBE.
62	DVBE	3. Would a certified DVBE subcontractor performing substantive recruiting, candidate screening, and staffing-delivery activities qualify as performing a commercially useful function, subject to the Court's review?	Subcontracting is not allowed. The proposer must be a DVBE.
63	DVBE	4. Please clarify whether the DVBE incentive requires both a Bidder Declaration and Attachment 6, or whether Attachment 6 and the applicable certification documents are sufficient.	Attachment 6 must be completed to qualify for the DVBE incentive of 3 points.
64	DVBE	1. Does the Court permit a prime contractor to utilize a California DGS-certified DVBE subcontractor to perform a portion of the IT staffing, recruiting, screening, or related services under this contract?	Subcontracting is not allowed. The proposer must be a DVBE.
65	DVBE	Section 10.0 describes the DVBE incentive as 3%, while Section 8.0 assigns it a maximum of 3 points out of 100. Please clarify how the incentive is applied.	Attachment 6 must be completed to qualify for the DVBE incentive of 3 points.
66	DVBE	1. DVBE evaluation points: The evaluation table lists “DVBE incentive” as a criterion worth up to 3 points. How are these points calculated? Specifically, does a proposer receive the points by committing to the stated DVBE participation goal, or does the score depend on the proposed participation percentage or other factors?	Attachment 6 must be completed to qualify for the DVBE incentive of 3 points.
67	DVBE	3. Subcontractor directory: Please provide a link to a directory or registry the Court recommends for finding certified DVBE and small-business subcontractors for this opportunity, if available.	Subcontracting is not allowed. The proposer must be a DVBE.

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68	DVBE & small business preference	If a proposer qualifies for both the small business preference and the DVBE incentive, may it receive both? Section 11.0 states that additional interaction rules apply. Please provide them.	Yes, a proposer may receive both small business preference and DVBE. **Interaction with DVBE incentive – order of application;** If both the small business preference and the DVBE incentive are offered in connection with a highest scored bid solicitation, the JBE will: (i) determine the initial score for each bid, including all criteria other than the small business preference and the DVBE incentive, (ii) apply the small business preference, and (iii) apply the DVBE incentive. **Interaction with DVBE incentive – displacing a Small Business;** Application of the DVBE incentive shall not result in a contract being awarded to an entity that is not a Small Business instead of to a Small Business. A DVBE that is a Small Business can displace another Small Business through application of the DVBE incentive. A DVBE that is not a Small Business cannot displace a Small Business through application of the DVBE incentive. **Interaction with DVBE incentive – tie bids;** In the event of a precise tie between a bidder that is a Small Business and another bidder that is both a Small Business and a DVBE, the contract will be awarded to the bidder that is both a Small Business and a DVBE.
69	Insurance requirements	7. Insurance: What insurance types and minimum coverage limits will be required of the selected contractor (e.g., general liability, professional/E&O, cyber liability)?	Insurance requirements are listed in Attachment 3, section 7.
70	Insurance requirements	5. Will the Court accept the cyber liability and technology errors and omissions requirements at $1M per claim / $2M aggregate, or are $2M per claim limits a Minimum Term?	Any changes to the Standard Terms and Conditions must be submitted as a redline.
71	Number of awards	How many awards wi ll the Court make? Is this a single-award or multi-award contract? How will the task orders be distributed if multiple vendors are selected?	This is a single award.
72	Number of awards	1. Contract Award Structure: Does the Court intend to award this contract to a single vendor or establish agreements with multiple qualified IT staffing vendors? If multiple awards are anticipated, is there an estimated number of vendors the Court intends to select?	This is a single award.

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73	Number of awards	8. Award: Does the Court intend to make a single award or multiple awards under this RFP?	This is a single award.
74	Number of awards	5.1 Vendor Selection and Work Distribution: Does the Court anticipate awarding contracts to multiple staffing vendors under this RFP? If multiple vendors are selected, how will staffing requests be distributed among awardees—for example, through rotational allocation, competitive submissions, or selection based on candidate availability and qualifications?	This is a single award.
75	Out of state vendor eligible	1. Are Wyoming-registered, out-of-state technology services companies eligible to submit proposals?	Out of state vendors will need to identify State and business registration number in Attachment 4.
76	Out of state vendor eligible	9. Out-of-state firms: Are firms headquartered outside California eligible to propose, and is registration with the California Secretary of State required prior to award?	Out of state vendors will need to identify State and business registration number in Attachment 4.
77	Payment terms	Reference: General / Appendix B (Section 3) Question: Should bidders assume a standard 30-day/monthly invoicing schedule for hourly staffing services?	Staffing services may be invoiced periodically (monthly or biweekly) on approved timesheets.
78	Payment terms	4. Withholding: Does the 15% withholding in Appendix B, Section 5 apply to monthly invoices for hourly staffing services?	The 15% retention does not apply to time-based staffing.
79	Payment terms	6. Appendix B, Section 5 of the Standard Agreement provides for a 15% retention until acceptance of the final deliverable. Please confirm whether this provision applies to temporary staffing invoices and, if applicable, when the retained amounts would be released.	The 15% retention does not apply to time-based staffing.
80	Payment terms	7. For temporary staffing services, will invoices be submitted monthly based on approved timesheets, and will approval of those timesheets constitute acceptance for payment purposes?	Staffing services may be invoiced periodically (monthly or biweekly) on approved timesheets. Payment is upon acceptance of invoice.
81	Payment terms	Reference: Attachment 3, JBCM Agreement, Appendix B Question: Please clarify how the JBE would interpret “deliverables” as they would pertain to exercising of Section 5., Retention Amount.	The 15% retention does not apply to time-based staffing.
82	Payment terms	Appendix B refers to invoicing upon Acceptance of each Deliverable and to a 15% retention. Please confirm that staffing services will be invoiced periodically (monthly or biweekly) on approved timesheets, and that the 15% retention does not apply to time-based staffing. What are the payment terms?	Staffing services may be invoiced periodically (monthly or biweekly) on approved timesheets, and the 15% retention does not apply to time-based staffing. Payment is upon acceptance of invoice.

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83	Payment terms	11. Timekeeping, invoicing, and acceptance: The cost form says the Court pays for hours actually worked, while the draft agreement's payment terms refer to acceptance of deliverables and include a 15% retention provision. For staff-augmentation services billed hourly, please confirm the required timesheet approval and invoicing frequency, applicable payment terms, how work is accepted, and whether the retention provision applies.	Staffing services may be invoiced periodically (monthly or biweekly) on approved timesheets, and the 15% retention does not apply to time-based staffing. Payment id upon acceptance of invoice.
84	Post award amendment	How will rates for classifications added after award be established and approved?	After award, classifications may be added as an Amendment to the contract.
85	Post award amendment	8. As the RFP allows for additional IT classifications, please clarify whether rates for future classifications should be proposed initially or established when the Court requests those resources.	Rates for future classifications may be established when the Court requests those resources.
86	Post award amendment	7. Additional classifications: The RFP allows future requests for additional IT classifications, but the cost form lists only the three current roles. How should proposers price or respond to requests for other classifications, and would the parties agree on rates before any such placement begins?	After award, additional IT classifications and associated rates may be added as an Amendment to the contract.
87	PRF Attachments	1. Attachment 1 (Scope of Work): The RFP package we received did not include Attachment 1. Could the Court please provide it or confirm where it is posted?	Information regarding this RFP can be found at https://ventura.courts.ca.gov/general-information/procurement.
88	Proposal experience	4. Are there minimum company operating-history or completed-project experience requirements?	No minimum operating history or experience requirements.
89	References	Will commercial (non-government) references be accepted for the three references required in Attachment 4, Part I, or must they be public sector?	Court will accept non-government references on Attachment 4. Public sector references are preferred.
90	References	Will references for work performed in other states, or for federal and local agencies, be accepted? How will the Court assess "similar in size and scope"?	Court will accept references from other state, federal, and local agencies. Interest is in proposers that have provided similar services to other similar-sized public sector agencies. Ventura Superior Court has approximately 30 judges and 300 full time employees.
91	References	4. Section 6.1 asks for three references for similar services. May references include IT consulting and staff augmentation engagements with public academic health systems?	Yes, references from public academic health systems are acceptable.

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92	References	Reference: Attachment 4, Part I, Section 3 and Part IV (General Certifications) Question: Since Attachment 4 (Part IV - General Certifications) references the use of intended subcontractors, are we permitted to submit past performance references from our proposed teaming partner to fulfill the three required business references? If so, is there a limit on how many of the three references can come from a subcontractor?	References should be from past or current clients.
93	RFP Extension	Respectfully, we request that the Court extend the proposal due date by one week, from November 10, 2026 to November 17, 2026. Answers to questions are scheduled for November 5, which leaves three business days to incorporate the responses into the cost and technical proposals. If an extension is granted, please confirm that the cost opening, evaluation, and award dates will move accordingly.	The court is not extending the deadline at this time.
94	RFP Extension	On behalf of our team, I am writing to respectfully request an extension of the proposal submission deadline for RFP 2627-318 – IT Staffing Services issued by the Superior Court of California, County of Ventura. An extension would provide interested proposers additional time to thoroughly review the solicitation requirements, coordinate with key personnel and subcontractors, and prepare a comprehensive and competitive response that fully addresses the Court's needs. We believe that a brief extension would benefit both the Court and prospective vendors by encouraging broader participation and allowing respondents to submit higher-quality proposals. We greatly appreciate your consideration of this request and respectfully ask that any decision regarding a deadline extension be communicated to all prospective proposers through an official addendum.	The court is not extending the deadline at this time.
95	RFP submission requirements	Attachment 4, Part IV (General Certifications): The form includes both "Company" and "Independent Contractor" fields. For a proposer that is a corporation, should the "Independent Contractor" field be left blank or marked "N/A"?	This field can be left blank or marked as N/A.
96	RFP submission requirements	Sections 5.2 and 6.1 describe two emails (non-cost and cost) but do not mention Attachments 6 and 7. Please confirm which email should contain the Small Business Declaration, the Small Business certification approval letter, and the DVBE Declaration.	Attachments 6 and 7 should be submitted with the non-cost proposal.
97	RFP submission requirements	5. Are any additional vendor registrations required before proposal submission?	All requirements are identified in the RFP.

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98	RFP submission requirements	a) To participate in this RFP, our understanding is that we only need to complete and submit the following two documents: Attachment 04 – Proposer Submission Form Attachment 05 – Cost Proposal Form Could you please confirm if any additional documents or forms are required as part of the submission?	Yes, at minimum Attachments 4 and 5 should be completed and submitted.
99	RFP submission requirements	Will the Court accept electronic signatures on Attachment 4, the Technical Proposal, the Cost Proposal, and Attachments 6 and 7?	Yes, we accept electronic signatures.
100	Similar contracts	3. Historical Staffing Requirements; Could the Court provide the approximate number of IT staffing assignments or resources utilized during the past two to three years, along with the primary labor classifications requested? This information would help proposers better understand the anticipated staffing needs.	The Court declines providing information on Court IT personnel as it is irrelevant to this RFP.
101	Similar contracts	Is this a new requirement, or does it replace or extend an existing IT staffing arrangement? If it is a recompete, please identify the incumbent.	This is a new requirement.
102	Similar contracts	If there is an incumbent, please provide the current contract's term, total contract value, and hourly rates by role.	There is no incumbent.
103	Similar contracts	Which roles have been requested most frequently in the past, and which additional classifications does the Court anticipate requesting (for example QA/test analyst, project manager, DBA, ETL developer, cybersecurity, infrastructure)?	The three classifications listed in the RFP are the only roles requested so far.
104	Similar contracts	2. Existing Contract and Incumbent Vendor: Does the Court currently have an IT staffing services contract or an incumbent vendor providing similar services? If so, could the Court identify the incumbent vendor(s) and provide the current contract number, if available?	The court currently does not have an IT Staffing Agency contract, however, the court has used AppleOne and Robert Half for temporary staffing.
105	Similar contracts	2. Incumbent Contractors: Are there any incumbent vendors currently performing these services or any components of this scope?	The court currently does not have an IT Staffing Agency contract, however, the court has used AppleOne and Robert Half for temporary staffing.
106	Similar contracts	1. Is there an existing contract or staff augmentation program currently providing services similar to those described in this RFP?	The court currently does not have an IT Staffing Agency contract, however, the court has used AppleOne and Robert Half for temporary staffing.
107	Similar contracts	2. If an existing staff augmentation program is in place, how many vendors currently hold contracts under that program?	There is no existing IT staffing contract in place.
108	Similar contracts	3. If existing contracts are in place, when are they scheduled to expire?	There is no existing IT staffing contract in place.
109	Similar contracts	4. What has been the Court's approximate annual expenditure on comparable staff augmentation services over the past three years?	There is no previous expenditure for IT staff augmentation services.

#	CATEGORY	QUESTION	RESPONSE
110	Similar contracts	1. Is there an incumbent staffing provider currently supporting the Court's IT modernization projects? If so, could the Court provide the vendor name, current contract value, and contract expiration date?	The court currently does not have an IT Staffing Agency contract, however, the court has used AppleOne and Robert Half for temporary staffing.
111	Small business preference	5. Small Business Preference: As a DGS-certified Small Business, could you clarify the documentation or verification process required to claim the 5% evaluation preference mentioned in the RFP?	Attachment 7 must be completed to qualify for the 5% small business preference.
112	Small business preference	2. Small-business subcontracting credit: Does using a DGS-certified small-business subcontractor earn any evaluation points or other credit in this solicitation, separate from the small-business preference available to an eligible prime proposer?	Subcontracting is not allowed. Proposer must be a DGS-certified small-business to receive the small business preference.
113	Small business preference	Reference: RFP Section 11.0 Question: Does the Court provide any evaluation preference or consideration for Federal SBA-certified Women-Owned Small Businesses (WOSB), or is the preference strictly limited to California DGS-certified firms?	Proposer must be a DGS-certified small-business to receive the small business preference.
114	Subcontracting	2. Are teaming or subcontracting arrangements permitted for the requested IT positions?	Subcontracting is not allowed.
115	Subcontracting	1. Must placed IT professionals be W-2 employees of the contractor agency, or may the agency engage experienced professionals as independent contractors, provided the agency carries the required insurance and handles all payment and tax obligations?	IT Professionals must be W-2 employees of the contractor agency.
116	Technical proposal	4. Agency Priorities & Advantages: Additionally, what specific operational focus areas or value-add capabilities would be considered crucial for the agency, and what aspects would be most advantageous for a vendor to highlight during the selection process?	Please refer to the Request For Proposal, Section 6.1.b for the minimum information to be provided in the Technical Proposal.
117	Technical proposal	b) We understand that the scope of this RFP is to fulfill the three requested roles (SQL Server Developer, PowerBuilder Developer, and Technical Business Analyst). Could you please confirm whether the expectation is solely staffing support, or if a broader modernization/migration plan is also required?	Please refer to Attachment 1 Scope of Work for Requirements of the Contractor Agency.
118	Technical proposal	The Scope of Work provided appears focused on staffing requirements. Additionally, the Technical Proposal section references "*your agency's plan, approach, and expected timeline in providing IT workforce solutions* ," which we interpret as the resource fulfillment and onboarding approach rather than a technical migration strategy. Can you please clarify?	Please refer to Attachment 1 Scope of Work for Requirements of the Contractor Agency.

#	CATEGORY	QUESTION	RESPONSE
119	Technical proposal	Is there a page limit or required format for the Technical Proposal when submitted as a separate attachment?	No page limit or required format for the Technical Proposal. PDF is preferred.
120	Technical proposal	8. Is there a specific format for the proposal response (font size, font type, spacing, page limit, etc.)? Is there an overall proposal page limit or a specific page limit for the resumes?	No page limit or required format for the Technical Proposal. PDF is preferred. Proposal is not asked to provide resumes with the RFP proposal.
121	Technical proposal	4. Technical Proposal: Is there a page limit or preferred format for the Technical Proposal if submitted as a separate attachment?	No page limit or required format for the Technical Proposal. PDF is preferred.
122	Work location	Will work be onsite, hybrid, or remote? If onsite, at which Court location and how many days per week?	IT professionals may be required to work onsite, hybrid, or remote depending on the needs of the Court Project Manager.
123	Work location	Appendix C Sections 1.5(b)(iii) and 12.12 restrict work and remote access to the continental United States. Please confirm this applies to the physical work location of each placed resource.	IT professional must be physically located within the United States.
124	Work location	3. Are the assignments expected to be onsite, hybrid, or remote?	IT professionals may be required to work onsite, hybrid, or remote depending on the needs of the Court Project Manager.
125	Work location	1. May candidates (for example, the SQL Server Developer for the Oracle-to-SQL Server migration) work fully remotely from outside California, with Court-provided VPN or remote desktop access? If on-site work is required, how many days per week?	IT professionals may be required to work onsite, hybrid, or remote depending on the needs of the Court Project Manager.
126	Work location	9. Please confirm whether the three identified positions will be performed onsite, remotely, or under a hybrid arrangement.	IT professionals may be required to work onsite, hybrid, or remote depending on the needs of the Court Project Manager.
127	Work location	2. Will the work be performed on site in Ventura, remotely, or hybrid? If on site, how many days per week?	IT professionals may be required to work onsite, hybrid, or remote depending on the needs of the Court Project Manager.
128	Work location	4. Will resources be expected to work onsite, remotely, or in a hybrid arrangement? If onsite or hybrid, please specify the anticipated onsite schedule.	IT professionals may be required to work onsite, hybrid, or remote depending on the needs of the Court Project Manager.
129	Work location	2. Work location: Will placed resources be required to work onsite in Ventura County, or is remote or hybrid work permitted? If onsite, how many days per week?	IT professionals may be required to work onsite, hybrid, or remote depending on the needs of the Court Project Manager.

#	CATEGORY	QUESTION	RESPONSE
130	Work location	1. Work location: Will the SQL Server Developer, PowerBuilder Developer and Technical Business Analyst work onsite at the Court in Ventura, hybrid, or remotely within the continental United States? If onsite or hybrid, how many days a week?	IT professionals may be required to work onsite, hybrid, or remote depending on the needs of the Court Project Manager.
131	Work location	8. Work location and schedule: Are assignments expected to be onsite, hybrid, or remote? Please identify any required Court work locations, expected onsite frequency, standard work hours, and whether overtime or after-hours work may be requested.	IT professionals may be required to work onsite, hybrid, or remote depending on the needs of the Court Project Manager. If onsite, location is in Ventura, CA.
132	Work location	2.1 On-Site vs. Remote Work: For the SQL Server Developer, PowerBuilder Developer, and Technical Business Analyst classifications, could the Court clarify the anticipated on-site and remote work requirements? Specifically, is there an expected allocation between work performed at Court facilities and work performed remotely from the contractor's U.S. location?	IT professionals may be required to work onsite, hybrid, or remote depending on the needs of the Court Project Manager.
133	Work location	1. Work Location: Will the SQL Server Developer, PowerBuilder Developer, and Technical Business Analyst positions be performed onsite at the Court, hybrid, or fully remote? If onsite or hybrid, please indicate the expected number of onsite days per week and the work location(s).	IT professionals may be required to work onsite, hybrid, or remote depending on the needs of the Court Project Manager.
134	Work location	10. If onsite or hybrid work is required, please specify the work location?	IT professionals may be required to work onsite, hybrid, or remote depending on the needs of the Court Project Manager. If onsite, location is in Ventura, CA.
135	Work resources	2.2 Remote Access and Infrastructure: For personnel working remotely from a contractor's U.S. location, what are the Court's requirements regarding VPN connectivity, computing equipment, security protocols, and access to Court systems, including legacy and modernized application environments?	If remote work is allowed, the Court will provide computer equipment with remote access.
136	Work resources	4.1 Software and Licensing Responsibilities: Will the Court provide the necessary software, development environments, and licenses, including Microsoft SQL Server, PowerBuilder, and associated tools, or should vendors incorporate these costs into their proposed all-inclusive hourly rates?	The Court will provide software, development environment, and licensing for Court work.
137	Work resources	10. Technical environment: Could the Court share the PowerBuilder version and SQL Server version currently in use?	The Court declines to share this information as it is irrelevant to the RFP.