

**Superior Court of California
County of Santa Clara**

191 North First Street
San José, California 95113
(408) 882-2700



FINANCE / GENERAL SERVICES DIVISION

Date 11/15/2024

ADDENDUM # 1

Children's Waiting Room

REQUEST FOR PROPOSAL (RFP) # 102424C

Item	Vendor Question (Q)	Official Court Response (A)
	Is there a current incumbent? If so, can you provide contract number and possible name of provider ?	No
	Are these the possible or current locations needing services (per the statement of work it mentions 2 locations but, in the document, it mentions need for one with the hope to add more)? If so, can you kindly clarify.	<p>There are two locations, one at Family Justice Center Courthouse in San Jose and the other at the South County Courthouse in Morgan Hill. We would like to open both but would consider proposals for just the San Jose location.</p> <ul style="list-style-type: none"> • South County Morgan Hill Courthouse 301 Diana Avenue, Morgan Hill, CA 95037 • Family Justice Center Courthouse (FJCC) 201 N. First Street, San Jose, CA 95113
	Can kindly provide square footage in each facility that needs care (or potentially may need care)?	<p>The approximate square footage is 580 for 201 N. First Street San Jose, CA 95113. The approximate square footage is 458 for 301 Diana Ave Morgan Hill, CA 95037. Please see floor plan attachment.</p>
	What type of equipment (cribs, playpens, tables, cubbies, blocks etc.) are in each for facility (can we get a picture, or can we have a meeting to show the current facility/facilities)?	<p>Attached please find pictures of the space for each courthouse. Please disregard the clutter as these rooms have not been in use since the start of the pandemic and some extra items have been stored there. We will be cleaning up the spaces in preparation for opening day in January.</p>

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	Can we have a general of list of the items in the facility that will be available once contract is awarded?	Please examine the pictures and let us know if you have further questions. We are also open to setting up a site visit at your request.
	Will the provider need to provide equipment?	Other than what is already provided (computer and T.V., furniture, toys and books, art supplies, etc.), the provider is responsible for providing the equipment needed subject to approval by the Court.
	Will staff need to be available all hour's the facility is open or will care need to be given on as need (by appointment) basis? Past Performance – Is there a specific format you would like us to provide to give our current reference/past performance? Does it have to be references from the State of California? Will you accept references/past performance outside the state?	The Children's Waiting Room is expected to be open from 8 am to 5 pm daily except for Court holidays and weekends.
	Staffing – Is there any specific requirements needed be meet on staff (wage determination, benefits) that need to be met for employees.	No
	Past Performance – Is there a specific format you would like us to give our current reference/ past performance?	A PDF document is preferred
	Does it have to be references from the State of California?	No. Any references are great
	Will you accept references/ past performance outside the State?	Yes

Please note the bid due date remains the same.

We appreciate your participation in the solicitation process and thank you for your interest in doing business with the Court.

Sincerely,

Collin Conroy

Collin Conroy
Procurement

cc: Fariba Soroosh Division Director - Operations

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