



Superior Court of California  
 County of Santa Barbara  
 1100 Anacapa Street, 2<sup>nd</sup> Fl  
 Santa Barbara, CA 93101



REQUEST FOR PROPOSALS (RFP) NO. 2008-01  
 UNARMED SECURITY GUARD SERVICES

RFP NO: 2008-01

Addendum Date Issued: February 8, 2008

From:

Superior Court of California, County of Santa Barbara  
 1100 Anacapa Street, 2<sup>nd</sup> Floor  
 Santa Barbara, CA 93101

Submittal Contact: **Ammon M. Hoenigman**

Submittal Phone: **805-568-3101**

Email: **ahoenigman@sbcourts.org**

Acceptable Delivery Methods:      Mail or Express Delivery:       Hand Delivery:       Facsimile:

**ADDENDUM**

**Bid Submittal Deadline:      Thursday, February 21, 2008, 3:00pm (Pacific Time)**

**Description of RFP Modifications**

Bidders are hereby given notice of changes to Key Dates, Times, and Court contact information within RFP No. 2008-01. Bidders are hereby informed that any previous correspondence to the former email address [sbsolicitation@sbcourts.org](mailto:sbsolicitation@sbcourts.org) was not received by said court. Bidders interested in responding to this solicitation for Clarifications or Modifications must submit responses as directed below, within the time frame provide in the Revised Key Events table.

**REVISION FOR REQUEST FOR CLARIFICATIONS OR MODIFICATIONS**

Bidders interested in responding to this solicitation must submit ALL questions on procedural matters related to the RFP or requests for clarification or modification of this RFP via email (including this RFP number) to [ahoenigman@sbcourts.org](mailto:ahoenigman@sbcourts.org) by the Revised date and time indicated in the Revised Key Events table below. If the bidder is requesting a change, the request must set forth the recommended change and the bidder's reasons for proposing the change. Questions or requests submitted after the deadline will not be answered. Without disclosing the source of the questions or request, a copy of all submitted questions and the Court's respective responses will be posted on the Court's website at [www.sbcourts.org](http://www.sbcourts.org).

Any explanation desired by a Contractor regarding the meaning or interpretation of the solicitation must be requested in writing with sufficient time allowed for the reply to reach Contractors before the submission of their proposals. Oral explanations or instructions will not be binding upon the Court. Any information provided to any prospective Contractor concerning the solicitation will be furnished to all prospective Contractors in an amendment to this RFP.

## **REVISED PROCUREMENT SCHEDULE**

Court has developed the following list of key events from RFP issuance through notice of contract award. All deadlines are subject to change at Court's discretion.

<b>No.</b>	<b>Key Events</b>	<b>Key Dates and Times</b>
1	Issue RFP (Request for Proposal)	Wednesday, January 30, 2008 PST
2	Deadline for bidder requests for questions, clarifications, or modifications	Wednesday, February 13, 2008 5:00pm PST
3	Court posts addendum for questions, clarifications, or modifications	Friday, February 15, 2008 5:00pm PST
4	Bid due date and time	Thursday, February 21, 2008 3:00pm PST
5	Potential Interviews and/or Negotiation of Agreement for Services (estimated)	Wednesday, February 27, 2008
6	Notice of Award (estimated)	Monday, March 3, 2008
7	Contract Period Begins	Monday, March 31, 2008

## **RECEIPT OF PROPOSAL**

Proposals must be submitted and received no later than 3:00 p.m., Pacific Standard Time, on February 27, 2008, in order to be considered. Late proposals will be returned unopened. Each offeror shall submit an original and three (3) copies of the Cost Proposal. Proposals are to be submitted, in writing, to:

Superior Court of California, County of Santa Barbara  
Procurement Specialist, Fiscal Services  
1100 Anacapa Street, 2<sup>nd</sup> Floor  
Santa Barbara, CA 93101  
RFP No. 2008-01  
(805) 568-3101

A complete proposal consists of the return of this request signed by an authorized official, attachments, certifications and enclosures herein, properly and legibly executed, and responses to the informational, technical and cost sections of the Request for Proposal.