



# Superior Court of the State of California

LaRayne Cleek  
Court Executive Officer/Jury  
Commissioner

**COUNTY OF TULARE**  
ADMINISTRATION  
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Visalia, California 93291  
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Michelle S. Martinez  
Assistant Court Executive Officer

**REQUEST FOR PROPOSAL**  
**FOR**  
**SMALL CLAIMS ADVISORY SERVICES**  
**RFP NO. 16-0415**

**Submitted Questions and Answers**

1. Please list the Small Claims Advisor providers prior to Central California Legal Services.

**Answer:** The Tulare County Superior Court entered into a Contract with Central California Legal Services (CCLS) in February, 2009. CCLS has provided services consistently since that date. Because the Court is not required to maintain financial records beyond a five (5) year retention period, this information is not available.

2. What is the compensation being paid to the current vendor/advisor?

**Answer:** The current contract amount shall not exceed \$27,646.04 annually.

3. Does the county approve the conflict advisor should a conflict arise? Or is the conflict advisor chosen by the vendor/advisor?

**Answer:** Should a conflict arise, the successful vendor must arrange for a conflict advisor. A list of selected conflict providers must be submitted to, and approved by the court upon entering into a Contract. Said list may be modified periodically as necessary pursuant to the Court's review and approval.

4. Can the County provide the name and contact information of the current conflict advisor?

**Answer:** The current contract does not have a provision for a conflict advisor.