



**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 (“AOC”), Finance Division

**DATE:** September 4, 2009

**SUBJECT/PURPOSE OF MEMO:** RELEASE OF ADDENDUM 1 to Employee Assistance Program for the State of California’s Judicial Branch Request for Proposals

Project Title: **Employee Assistance Program**  
RFP Number: **HR-2009-01-CT**

**PROPOSAL DUE DATE AND TIME:** Proposals must be received **by 3:00 p.m. on September 30, 2009**

**SUBMISSION OF PROPOSAL:** Proposals must be sent to:

**Judicial Council of California**  
**Administrative Office of the Courts**  
**Attn: Nadine McFadden, RFP# HR-2009-01-CT**  
**455 Golden Gate Avenue**  
**San Francisco, CA 94102-3688**

1. Section 4.1 of the RFP is amended as follows:

“4.1 Appendices: *[Revised]*

- 4.1.1 Appendix A, List of Covered Subscribers. Appendix A provides a demographic breakdown and distribution of approximately 4,400 Administrative Office of the Courts (AOC) administrative, professional and support employees, justices, judges, subordinate judicial officers, and their dependents that will be provided benefits under the Employee Assistance Program.
- 4.1.2 *Appendix B, AOC EAP Utilization Report 2007 [New]*
- 4.1.3 *Appendix C, AOC EAP Utilization Report 2008 [New]*
- 4.1.4 *Appendix D, AOC EAP Semi-Annual Utilization Report 2009 (January-June 2009) [New]”*

*END OF ADDENDUM 1*