



Judiciary of Guam

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HON. ROBERT J. TORRES
CHIEF JUSTICE

HON. ALBERTO C. LAMORENA, III
PRESIDING JUDGE

DANIELLE T. ROSETE, ESQ.
ADMINISTRATOR OF THE COURTS

April 23, 2025

MEMORANDUM:

To: All Prospective Offerors

From: Administrator of the Courts

Subject: **Amendment No. 1**
Re: RFP 25-05; Assessment and Evaluation Services of Guam's Probation System

Below are responses to questions submitted to my office:

1. Upon review of Activity Tasks Number 1 through 3, checking if the completion dates for units 1-3 are subject to change based on the work for task 1 is past the RFP submission deadline? If the unit completion dates are subject to change, what are the new dates of completion?

Response: Yes, completion dates are subject to change and will be adjusted accordingly beginning upon the awarding of the contract.

2. For Task Number 2, Conduct Quarterly Technical Assistance Coaching Sessions, for this task, is the contracted vendor just providing coaching for Guam staff to develop the Strategic Action Plan or is the vendor in collaboration with Guam creating the Strategic Action Plan?

Response: The vendor will be assisting and providing recommendations to the Judiciary Project Team on the development of the Action Plan (Planning and Implementation Guide). Recommendations will be based off the assessment results. The quarterly coaching calls will allow the Judiciary Project Team to remain on task and maintain open communication with the vendor ensuring the vendor is kept abreast of the progress made by the Judiciary, providing continuous quality improvement as necessary.

3. For Task 3, Evaluation of the implementation of the Tactical Plan and creation of a report on changes made during the project period, verifying implementation assistance by the contracted vendor is from 2025 to 2027, and vendor submitting a report on changes made is due September of 2027?

Response: The contracted vendor will monitor the implementation of the Action Plan (Planning and Implementation Guide) and resulting outcomes throughout the life of the project (2025-2027). Measured against the initial assessment and accounting for changes implemented via the Action Plan, the vendor will provide an evaluation report due in September 2027.

Please be reminded that this Amendment shall be acknowledged in your proposals. Failure to acknowledge this Amendment No. 1 may result in disqualification from this RFP.

Should you have any questions please contact the Procurement office at **(671) 300-7994/475-3212/3175** or email at mantonio@guamcourts.gov and kperez@guamcourts.gov.



DANIELLE T. ROSETE

cc: RFP File