



**SUPERIOR COURT OF CALIFORNIA
COUNTY OF ORANGE
PUBLIC ACCESS TO JUDICIAL ADMINISTRATIVE RECORDS**

Rule 10.500 of the California Rules of Court sets forth comprehensive access provisions applicable to judicial administrative records maintained by a trial court.

The Court will make identifiable administrative records available upon request, unless the records are exempt from disclosure under Rule 10.500. Providing copies of records may be subject to payment of a fee by the requestor.

For more information, please visit the Court's Public Information Office at:
<http://www.occourts.org/media-relations/admin-records.html>

Please direct any requests for access to administrative records to:

Superior Court of California, County of Orange
Public Information Office
700 Civic Center Drive West
Santa Ana, CA 92701
Fax: (714) 647-4849
Email: PIO@occourts.org

1.0 Public Information Requests regarding Bids/Solicitations

All materials submitted in response to a Bid will become the property of the Court and will be returned only at the Court's option and at the expense of the vendor submitting the Bid. A copy of each Bid will be retained for official files.

Please be aware that Bidder's response(s) to a Bid may be considered a public record and be made available to anyone who requests a copy.

If a Bid contains particular material noted or marked by the vendor as "Confidential" and/or "Proprietary" and if under Rule 10.500 such material would be exempt from public disclosure, then that information may not be made available to the public. However, if the Court considers that under Rule 10.500 such material is not exempt from public disclosure, the material may be made available to the public, regardless of the vendor's notation or markings.

If an entire Bid contains a wholesale, blanket, or general marking by the vendor as "Confidential" and/or "Proprietary," under Rule 10.500 it is very unlikely that the entire Bid would be exempt from public disclosure. If the Court considers that under Rule 10.500 such material is not exempt from public disclosure, the material may be made available to the public, regardless of the vendor's notation or markings.

If a Bidder is unsure if its confidential and/or proprietary material would fall within the disclosure exemption requirements of Rule 10.500, then it should not include such information in its Bid because such information may be disclosed to the public.