



**ADMINISTRATIVE
OFFICE OF THE COURTS**

GOVERNMENT RELATIONS
INFORMATION TECHNOLOGY
INTERNAL AFFAIRS
JUDICIAL COLLEGE OF MARYLAND
OPERATIONS
PROGRAMS

**Questions/Responses No. 4 to the
Request for Proposals (RFP) K16-0062-25D
Judicial College Short and Long Term Trainers**

Ladies and Gentlemen:

The following questions for the above referenced RFP were received by e-mail and are answered and posted for all prospective Offerors. The statements and interpretations contained in the following responses to questions are not binding on the Maryland Judiciary unless the RFP is expressly amended. Nothing in the Maryland Judiciary's response to these questions is to be construed as agreement to or acceptance by the Maryland Judiciary of any statement or interpretation on the part of the Offeror asking the question.

6. Question: Can you confirm that the Microsoft Certification is not a requirement for this RFP, but a preference?

Response: Yes, Microsoft Certifications is a preference.

7. Question: Do we need to provide you with the Certificate of Insurance naming the Judiciary and AOC now (RFP submission) or later (if awarded)?

Response: This would be required upon award.

8. Question: Section 3.4.5.4 Financial Capability and Insurance - as it relates to insurance, is this the minimum requirement that we need to submit or do we need to meet and submit the requirements in section 2.3 with the proposal?

Response: RFP Section 2.3 lists requirements for award whereas RFP section 3.4.5.4 lists items that must be submitted in an Offeror's Technical Proposal.

9. Question: Can we submit Price Proposals of long term and short term trainers in one electronic copy?

Response: No – please submit separate financial proposals

Issued by: Khrystine Bunche
Procurement Officer
March 9, 2016
