



**ADMINISTRATIVE
OFFICE OF THE COURTS**

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

**Questions/Responses No. 1 to the
Request for Proposals (RFP) K16-0098-25
Drupal 8 Development & Migration for MDCOURTS.GOV**

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.

1. Question: There are a number of modules that are needed but still not available in Drupal 8. How should we handle this requirement?

Response: Contractor should provide alternative methods and/or solutions (i.e. custom modules).

2. Question: Ref 2.3.6 - Two factor authentication module is not yet available in Drupal 8. How should this requirement be fulfilled?

Response: Two-factor authentication is used as an example. Alternative authentication processes can be developed and deployed.

3. Question: Ref 2.3.6 mentioned about the Perl script. Please clarify what are these scripts about, where & how do we have to use those scripts.

Response: Perl scripts are used in the appellate opinions listing. See <http://mdcourts.gov/opinions/opinions.html>

4. Question: Please clarify how to connect the new site to other sites. For example, Appellate Courts, Connect, and other sections under E-Services

Response: The Drupal site will provide links in webpages to other applications such as CONNECT, Jury+, E-Citation, MD Business Licenses Online, etc.

5. Question: Refer 2.3.6 Please clarify specifics for 'Develop an improved central court forms user interface'. Do we need to use Webform module to build these forms or something custom? How many forms do we need to build?

Response: Develop a court forms user interface that consists of one web form containing multiple fields to search forms by number, title, category, etc. Court forms will have titles and keywords to aid the search functionality.

6. Question: There is a link on the site for content in Spanish. What are requirements for the site to be multilingual?

Response: There is no requirement for content translation. Any translated content in the current site will be migrated into the new Drupal template.

7. Question: Please confirm if the content to be migrated is all in HTML files.

Response: Yes, content to be migrated is in HTML.

8. Question: What is the budget for this project?

Response: The budget will not be disclosed.

9. Question: The RFP is for Fixed Price contract but section 3.2 stipulates payment will be made based on timesheets for hours and tasks billed. Do you accept milestone billing, or contract amount invoiced uniformly over the contract period?

Response: An amended price sheet and corresponding invoice verbiage will be issued and posted to eMaryland Marketplace and the Judiciary's Procurement website.

10. Question: When do you expect to make an award, and how long will you allow for the work to be completed (site live)?

Response: Our goal is to make an award by May 31. The target date for completion is December 31, 2016.

11. Question: Would unsuccessful bidders get a debriefing?

Response: Yes, upon request.

12. Question: Would JIS allow vendor to execute project off-site or is it mandatory that the project will be at the site in Annapolis, MD? Or would it be up to the vendor to propose what is best?

Response: The vendor will have remote access to the development server so work can be done off-site. There may, however, be occasions when the vendor will need to be in Annapolis for meetings or training the staff.

13. Question: Is there an incumbent on this contract, performing work at present or is this a new contract?

Response: There is no incumbent as this will be a new Contract.

Issued by: Whitney Williams
Procurement Officer
May 5, 2016