



**ADMINISTRATIVE OFFICE OF THE COURTS
MARYLAND JUDICIAL CENTER
2003 C COMMERCE PARK DRIVE
ANNAPOLIS, MARYLAND 21401**

**Questions/Responses No.1 to the Small Procurement
Request for Proposal (RFP)
2013 ADR Appreciation and Recognition Event
October 10, 2012**

FRANK BROCCOLINA
STATE COURT ADMINISTRATOR
(410) 260-1295 Fax: (410) 974-2066
frank.broccolina@mdcourts.gov

FAYE D. MATTHEWS
DEPUTY STATE COURT
ADMINISTRATOR
(410) 260-1257 Fax: (410) 974-2066
faye.matthews@mdcourts.gov

SHARON SAMPSON BALL, Director
Human Resources
(410) 260-1283 Fax: (410) 974-2849
sharon.ball@mdcourts.gov

GRAY BARTON, Director
Office of Problem-Solving Courts
(410) 260-3617 Fax: (410) 260-3620
gray.barton@mdcourts.gov

MARK BITTNER, Director
Judicial Information Systems
(410) 260-1001 Fax: (410) 974-7170
mark.bittner@mdcourts.gov

ALLEN C. CLARK, III, Director
Budget & Finance
(410) 260-1579 Fax: (410) 260-1290
allen.clark@mdcourts.gov

DAVID R. DURFEE JR., Director
Legal Affairs
(410) 260-1405 Fax: (410) 974-2066
david.durfee@mdcourts.gov

SUSAN HOWELLS, Director
Procurement & Contract Admin.
(410) 260-1410 Fax: (410) 260-2520
susan.howells@mdcourts.gov

CONNIE KRATOVIL-LAVELLE, Director
Family Administration
(410) 260-1296 Fax: (410) 974-5577
connie.kratovil-lavelle@mdcourts.gov

PAMELA C. ORTIZ, Director
Access to Justice Commission
(410) 260-1258 Fax: (410) 260-2504
pamela.ortiz@mdcourts.gov

DIANE S. PAWLOWICZ, Director
Court Operations Department
(410) 260-1725 Fax: (410) 260-2503
diane.pawlowicz@mdcourts.gov

JESSICA PITTS, Director
Emergency Preparedness & Court Security
(410) 260-3515 Fax: (410) 260-2505
jessica.pitts@mdcourts.gov

ROXANNE P. MCKAGAN
Director, Administrative Services
(410) 260-1407 Fax: (410) 974-2066
rocky.mckagan@mdcourts.gov

DEBORAH A. UNITUS
Director, Program Services
(410) 260-1291 Fax: (410) 260-3570
deborah.unitus@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 who received the RFP. 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: It states in the RFP that the facility must be located near BWI Thurgood Marshall Airport. We are located in Timonium and are approximately 25 miles from the airport.

Response: If a facility is "near BWI Thurgood Marshall Airport," the facility will be within the borders of 295 to the west, 895 to the north, 97 to the east and 100 to the south. If the facility is near the BWI Thurgood Marshall Airport, the facility should be located within 5-7 miles in any direction from the airport. Timonium is not within the geographical location preferences.

Date Issued: October 10, 2012
Anna Pfeifer, Procurement Officer