



ADMINISTRATIVE OFFICE OF THE COURTS
PROCUREMENT AND CONTRACT ADMINISTRATION
2003 C COMMERCE PARK DRIVE
ANNAPOLIS, MARYLAND 21401

Questions/Responses No.1 to the Request for Proposals (RFP)
Architectural Services for Cecil County Circuit Court
March 7, 2012

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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: Please provide the insurance requirements required for this RFP.

Response: There are no insurance requirements.

2. Question: Normal reimbursable expenses such as printing, travel and meals will need to be included in the proposed price.

Response: Yes

3. Window value of the reference projects does not need to be separated from the entire value of the reference projects.

Response: They do not need to be separated.

4. Cost of the structural engineer will need to be included in the proposal price.

Response: Yes

5. The existing space will be used as general office space after the new windows are installed, there will be no special UV requirements of the new window glass.

Response: Soft coat Low E windows are required.

6. The issue of unforeseen conditions in the existing construction during the CA phase – will the AOC accept hourly rates for this purpose?

Response: Yes, see Addendum No. 2

7. We do not believe that professional liability insurance will be an issue in a project this small – any comments on that?

Response: There are no insurance requirements.

8. Is the courthouse in a historic district or will there be any other review process the project will need to go through?

Response: The building is not registered and will not require any additional reviews whether historical, environmental or any others.

9. Can it be assumed that the equipment beneath the location of the new windows will not cause a concern about clearances from those windows?

Response: There are no requirements other than applicable codes, if any.

10. No mention was made about security – bullet-proof glass, etc. – the assumption is that there is no such concern? This is just general office space?

Response: Yes