



ADMINISTRATIVE OFFICE OF THE COURTS  
MARYLAND JUDICIAL CENTER  
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ANNAPOLIS, MARYLAND 21401

Addendum No. 1 to the Small Procurement Request for Proposal (RFP)  
Diversity/EEO Training Consultant  
July 17, 2012

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This Addendum is being issued to amend and clarify certain information contained in the above named RFP. All information contained herein is binding on all Offerors who respond to this RFP. Specific parts of the RFP have been amended. The following changes/additions are listed below; new language has been underlined (ex. language added) and language deleted has been marked with a ~~strikeout~~ (ex. ~~language deleted~~).

1. Add Section 2.1 as follows:

### 2.1 Maryland Judiciary's Responsibilities

The Maryland Judiciary shall have the following responsibilities under the resulting Contract:

- 2.1.1 Provide the training facilities and equipment; and
- 2.1.2 Cover the cost of the presentation copies and reproduction costs.

2. Revise Section 6 as follows:

The resulting contract shall be for fixed price. The price proposed on the Price Proposal Worksheet (Attachment A) shall be a fully loaded fixed firm price. Fully loaded fixed price that includes all direct and indirect costs and profit for the Contractor to perform. Indirect costs shall include all costs that would normally be considered general and administrative costs and/or travel costs, or which in any way are allocated by the Contractor against direct labor hours as a means of calculating profit or recouping costs which cannot be directly attributable to the Contract.

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