



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

**Questions/Responses No.2 to the
Small Procurement Request for Proposal (RFP)
Cleaning services for the District Court of Maryland**

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Ladies and Gentlemen:

The following questions for the above referenced Small Procurement RFP were received by e-mail and are answered and posted for all prospective Offerors who received the Small Procurement RFP. The statements and interpretations contained in the following responses to questions are not binding on the Maryland Judiciary unless the Small Procurement 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: Will the supplies needed to restock the bathroom such as hand soap and paper towels be provided by the AOC?

Response: No. All supplies are to be supplied by the vendor.

2. Question: Will the janitor have to pay for parking at the site?

Response: The vendor will not have to pay to park.

3. Question: What are the insurance requirements for this specific contract?

Response:

4. Question: The current contract's values.

Response: Current contract is worth \$6,000.00 per year.

5. Question: Is there a mandatory prebid meeting?

Response: There is no a mandatory prebid meeting

6. Question: How will award be based? (Lowest responsible or Best Overall Value?)

Response: Award will be based on: Experience, Work Plan for this engagement, Price

7. Question: Are email bids acceptable?

Yes

Question: Is there a local vendor preference?

No

Date Issued: June 11,2012
Karen Hoang, Procurement Officer