



**ADMINISTRATIVE OFFICE OF THE COURTS  
MARYLAND JUDICIAL CENTER  
580 TAYLOR AVENUE  
ANNAPOLIS, MARYLAND 21401**

**Questions/Responses # 5  
Enterprise Resource Planning Implementation  
RFP Project #K10-0073-29  
March 18, 2011**

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

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

**SHARON SAMPSON BALL  
Executive Director  
Human Resources  
(410) 260-1283 Fax: (410) 974-2849  
[sharon.ball@mdcourts.gov](mailto:sharon.ball@mdcourts.gov)**

**GRAY BARTON  
Executive Director  
Office of Problem-Solving Courts  
(410) 260-3617 Fax: (410) 841-9850  
[gray.barton@mdcourts.gov](mailto:gray.barton@mdcourts.gov)**

**ROBERT BRUCHALSKI  
Acting Executive Director  
Judicial Information Systems  
2661 Riva Road, Suite 900  
Annapolis, Maryland 21401  
(410) 260-1007 Fax: (410) 974-7170  
[robert.bruchalski@mdcourts.gov](mailto:robert.bruchalski@mdcourts.gov)**

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

**DAVID R. DURFEE JR.  
Executive Director  
Legal Affairs  
(410) 260-1405 Fax: (410) 974-2066  
[david.durfee@mdcourts.gov](mailto:david.durfee@mdcourts.gov)**

**CONNIE KRATOVIL-LAVELLE  
Executive Director  
Family Administration  
(410) 260-1296 Fax: (410) 974-5577  
[connie.kratovil-lavelle@mdcourts.gov](mailto:connie.kratovil-lavelle@mdcourts.gov)**

**SUSAN HOWELLS  
Executive Director  
Procurement & Contract  
Administration  
(410) 260-1410 Fax: (410) 260-1749  
[susan.howells@mdcourts.gov](mailto:susan.howells@mdcourts.gov)**

**JESSICA PITTS  
Executive Director  
Emergency Mgmt. & Court Security  
(410)260-3515 Fax: (410)260-3524**

**DIANE S. PAWLOWICZ  
Executive Director  
Court Research & Development  
(410) 260-1725 Fax: (410) 974-2066  
[diane.pawlowicz@mdcourts.gov](mailto:diane.pawlowicz@mdcourts.gov)**

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

**DEBORAH A. UNITUS  
Director, Program Services  
2001D Commerce Park Drive  
Annapolis, Maryland 21401  
(410) 260-1291 Fax: (410) 260-3570  
[deborah.unitus@mdcourts.gov](mailto: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. The statements and interpretations contained in the following responses to questions are not binding on the Judiciary unless the RFP is expressly amended. Nothing in the Judiciary's response to these questions is to be construed as agreement to or acceptance by the Judiciary of any statement or interpretation on the part of the Offeror asking the question.

89. Question: It's mentioned in the RFP that you want procurement as one of the business processes, is AOC looking at all of the following methods of procurement, Please clarify
- eProcurement
  - sProcurement
  - and Purchasing

Response: See Appendix 1: we will not implement sProcurement.

90. Question: In Appendix 15 for Payroll you have mentioned Payroll interface, can you please specify what is the third party payroll product does AOC wants its PeopleSoft payroll interface with?

Response: This payroll interface exchanges data with Central Payroll at DBM; DBM has a mainframe.

91. Question: Is AOC also considering Managerial Self service as part of the implementation? And is ESS going to be provided at desktop of individual employees or are they planning for kiosks for ESS?

Response: The intention is to deploy Managerial Self-service as part the implementation and the expectation is for it to be provided via the web/intranet.

92. Questions: Is AOC considering a Single Sign on services for its application, if so what directory server policy is sought?

Response: Yes - AOC has implemented Oracle Single Signon in a 10g production environment. The target directory for ERP will be Oracle 11G directory services using Oracle Identity Management Suite components. The Peoplesoft ERP software should authenticate against the Oracle Identity Manager (OIM). Connectors can be used to communicate between these systems.

93. Question: Does AOC have the right tools for automated load testing and functional testing?

Response: Testing tool acquisition will be the responsibility of the Judiciary.

94. Question: What is the Peak level usage (number of users) on the system in both HR and Financials?

Response: Once fully implemented, it is estimated the peak level usage for the Financials would be 450. The Judiciary has 3,800 employees statewide that could access HR's Managerial Self-service portal. Routinely, the usage would be estimated at under 100 for HR and the financials.

95. Question: When integrated with Grants plus to GL, is AOC planning to implement Commitment control? If yes, is commitment control going to be across all the financial modules.

Response: It has not been decided at this time whether commitment control will be utilized.

96. Question: As per Point 3 of Amendment 1, revised Price excel will have Disaster Recovery Coordination and Testing and Reporting and Query Environment. But "Reporting and Query Environment" has not been added in the excel, please clarify if we have to add it that excel?

Response: Reporting and Query Environment will be added to the price proposal template.

97. Question: As we also need to submit a soft copy of our proposal, please guide how to do it for the MBE forms as they are in PDF format and can't be saved.

Response: MBE forms can be printed and submitted as scan.

97. Question: Our personnel are highly specialized in their expertise and equivalently experienced replacements are not readily available in the workforce. Coupled with that fact that any person's employment is at will, we cannot commit to the AOC's rules regarding substitution, unless amended to reasonably accommodate AOC's intent. We do have a history of retaining quality employees and all staff assigned to this project are highly dedicated, and agree to endeavor to retain all key employees and propose suitable substitutions. Is that acceptable?

Response: We understand the concern but believe the substitution process is reasonable.

**Issued By: Gisela Blades, Procurement Officer**