



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

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

FAYE D. GASKIN  
DEPUTY STATE COURT  
ADMINISTRATOR  
(410) 260-1257 Fax: (410) 974-2066  
[faye.gaskin@mdcourts.gov](mailto:faye.gaskin@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  
2011-D Commerce Park Drive  
Annapolis, Maryland 21401  
(410) 260-3617 Fax: (410) 841-9850  
[gray.barton@mdcourts.gov](mailto:gray.barton@mdcourts.gov)

PHILIP S. BRAXTON  
Executive Director  
Judicial Information Systems  
2661 Riva Road, Suite 900  
Annapolis, Maryland 21401  
(410) 260-1000 Fax: (410) 974-7170  
[philip.braxton@mdcourts.gov](mailto:philip.braxton@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)

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)

Questions/Responses No.1 to the Request for Proposal (RFP)  
Collaborative Law Training  
K11-0029-25I  
July 28, 2010

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: Regarding the insurance coverage, I don't understand why automobile liability insurance is there at all, as automobiles are not used in this training, except for the individual trainers driving their own cars. The business does not own vehicles. Does each individual trainer have to provide you with proof of insurance coverage?

**Response: The automobile liability insurance requirement will not be removed. Please provide any proof of insurance that is pertinent to this requirement (i.e. business or personal).**

Date Issued: July 28, 2010  
Anna Pfeifer, Procurement Specialist