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**ADMINISTRATIVE OFFICE OF THE COURTS
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**Questions/Responses to the Request for Proposals (RFP)
Addendum No. 3
SECURITY GUARD SERVICES
K11-0081-25Y
May 6, 2011**

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. Statement of Work, page 1, Section 2.3.1 and Section 2.5.1 is unclear. Are four guards required per day or two guards per shift per site?

Response: Two guards per shift, totaling four guards per day.

2. Question: Page 8, General Information, Section 1.10 states the closing date is May 17, 2011. Is that correct?

Response: See addendum No. 1 dated April 19, 2011.

3. Question: What is the deadline for submitting questions?

Response: May 10, 2011 is the deadline for questions.

4. Question: Will the AOC consider amending the RFP to require the Contractor to supply a marked vehicle for patrols?

Response: See Addendum No. 2 dated May 6, 2011.

5. In light of the distance between the four sites, will AOC consider amending Section 2.3.4 Rotation and Coverage to allow the Contractor to increase?

Response: See Addendum No. 2 dated May 6, 2011

6. Question: What is the cost of DGS ID cards?

Response: The cost for DGS ID cards will be \$15.00 per ID.

7. Question: Page 12, Proposal Format, section 3.4.2 requires four paper copies and one electronic copy. Page 14, Section 3.5.1 requires nine copies and one electronic copy. What is the requirement for submittal?

Response: See Addendum No. 2 dated May 6, 2011

8. Statement of work, page 3, Section 2.3.7 requires the Contractor to provide communication equipment. What Communication equipment does the AOC want the Contractor to provide- two way radio, pager, or cell phones?

Response: The Contractor is to provide cell phones.

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Question/Response Addendum #3
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9. Statement of Work, page 3, Section 2.3.5, Uniforms- what type of uniform does the AOC want the contractor to provide for the guard – soft(blazer& dress pants), hard (fatigues, boots, & Cap), or standard (blouse, belt, & pants)?

Response: Contractor is to provide blazer, shirt/blouse and dress pants.

10. Question: Does the AOC want the Contractor to provide a tour system to verify timely checks by the patrolling guard?

Response: Yes, the Contractor is to provide a tour system.

11. Question: Will the Guards be paying for their uniforms?

Response: The AOC will not provide the uniforms, it is up to the contractor to provide and determine if the guards are to pay for the uniforms.

12. Question: Is the security contractor responsible to pay for the dry cleaning?

Response: The AOC will not be responsible for dry cleaning of the guards uniforms, it is up to the contractor to determine if the guards are to pay for the cleaning.

13. Question: Addendum No. 1 makes no mention of an electronic copy of the proposal. Is an electronic copy of the proposal required and if so, in what format.

Response: Please see page 12 Section 3 Proposal Format, 3.2.2.

Date Issued: May 6, 2011
Lisa Peters, Procurement Officer