



**ADMINISTRATIVE OFFICE OF THE COURTS
PROCUREMENT AND CONTRACT ADMINISTRATION
2003 C COMMERCE PARK DRIVE
ANNAPOLIS, MARYLAND 21401**

**Questions/Responses No. 1
RFP Project No. K12-0060-25
Construction AOC Office Space
May 31, 2012**

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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 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.

1. In order to put pricing together for this project, please provide information for what manufacturer and style of floor finishes, paint, acoustical tile, toilet accessories, door hardware, storefront, windows, etc. are required for this project. Pricing without knowing can be extremely low or high if we are to guess.

Response: The carpet is 26 oz. Patcraft. Provide an allowance for all finishes based on builder grade.

2. Project scope calls for the area to have a sprinkler system. Is there one there now? What type are you requiring? There is no information on the drawings.

Response: There is no sprinkler system currently in area. System is to comply with county code.

3. Project scope calls for residential kitchen appliances. There are none listed. Please provide a list of required appliances.

Response: Provide an allowance for all appliances based on builder grade.

4. Please confirm if there are any liquidated damages for this project?

Response: There are no liquidated damages.

5. Section 3.3.6 states – Permits: Contractor is responsible for obtaining all permits for construction of the proposed work.

Response: The Maryland Judiciary has the building permit for 2001 B Commerce Park Drive.

6. Section 3.2.5 Completion “The Project shall be completed within 120 calendar days from the date of “Notice to Proceed:....” If the building permit is required; is the time associated with filing and waiting for the permit and inspections included in the 120 day performance period or is this for duration of construction only?

Response: The 120 day performance period is for duration of construction only.

7. Please confirm that Solicitation K12-0060-25 is a fully designed bid that is located in the same area as the Design/Building AOC project.

Response: Yes.

8. There are two projects (MDC0031002468-Construction, MDC0031002465-Design/Build) for the AOC now listed at eMaryland. Is this the same project listed twice or are you looking for two proposals?

Response: These are different projects; the Maryland Judiciary is looking for two proposals.

9. In plan A 2 -finish plan- reflected ceiling plan does not show up the description of the manufacturer and what kind of carpet are we going to use. Manufacturer and model of the acoustical ceiling, what kind of quarry tile are we going to use, vct floor, base etc. also I would like to know the branch for sanitary accessories, models. plan a 1- the desk and furniture in reception area will be part of this contract ?

Response: The carpet is 26 oz. Patcraft. Provide an allowance for all finishes based on builder grade.

10. Specification 4.5.2 requires a detailed cost proposal. Please inform if the Price Proposal Form is sufficient or more detailed information is required.

Response: A detailed cost proposal is required.

11. Specification 1.9 requires delivery of an electronic version (CD) of the Financial Proposal. Please inform if the requirement can be waived due to trades included in CSI Divisions 15 and 16 do not deliver quotations in advance of the bid due date.

Response: The requirement cannot be waived. An electronic version (CD) of the Financial Proposal must be included with the Financial Proposal by the proposal due date.

12. Reception Desk shown in Drawing A1 does not have specification nor any detail in drawings. Please advise.

Response: Reception Desk is a workstation to be installed later.

13. Please inform whether the roof has an existing platform to install the new RTU. Otherwise provide copy of the structural drawings.

Response: Do not know about platform for RTU. There are no structural drawings.

14. The mechanical drawings indicate that we are to install a new roof top unit, is there an existing unit in place?

Response: No.

15. The new work floor plan on sheet A-1 indicates that there is a reception desk in the reception area but there are no elevation drawings, will there be elevation drawings issued?

Response: No.

16. Does the project require the "Contractor" to provide the following items:

- a. Masonry – patch / point-up existing cracks?
- b. Automatic Entry Doors?
- c. Fire Extinguishers?
- d. Residential Kitchen Appliances?
- e. Window Treatments?
- f. Access Control / Card Readers?

Response: a. Yes, b. No, c. Yes, d. Yes, e. Yes, f. Contractor to provide wiring; card readers to be provided by owner.