



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

Questions/Responses No.1 to the Small Procurement  
Request for Proposal (RFP)  
2012 ADR Appreciation and Recognition Event  
March 23, 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 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: Can you tell me where this meeting took place last year?

**Response: The Doubletree by Hilton Hotel Annapolis located at 210 Holiday Court, Annapolis, MD 21401.**

1. Question: You are not looking for event planning or conference production support before or during the event?

**Response: We are looking for the facility (with the rooms and a/v equipment specified in the RFP) and lunch and dinner accommodations, as specified.**

Date Issued: March 23, 2012  
Anna Pfeifer, Procurement Officer