



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

Amendment No. 3 to Small Procurement RFP  
Microfilm Equipment Maintenance  
May 4, 2012

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, Director  
Human Resources  
(410) 260-1283 Fax: (410) 974-2849  
[sharon.ball@mdcourts.gov](mailto:sharon.ball@mdcourts.gov)

GRAY BARTON, Director  
Office of Problem-Solving Courts  
(410) 260-3617 Fax: (410) 260-3620  
[gray.barton@mdcourts.gov](mailto:gray.barton@mdcourts.gov)

MARK BITTNER, Director  
Judicial Information Systems  
(410) 260-1001 Fax: (410) 974-7170  
[mark.bittner@mdcourts.gov](mailto:mark.bittner@mdcourts.gov)

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

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

SUSAN HOWELLS, Director  
Procurement & Contract Admin.  
(410) 260-1410 Fax: (410) 260-2520  
[susan.howells@mdcourts.gov](mailto:susan.howells@mdcourts.gov)

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

PAMELA C. ORTIZ, Director  
Access to Justice Commission  
(410) 260-1258 Fax: (410) 260-2504  
[pamela.ortiz@mdcourts.gov](mailto:pamela.ortiz@mdcourts.gov)

DIANE S. PAWLOWICZ, Director  
Court Operations Department  
(410) 260-1725 Fax: (410) 260-2503  
[diane.pawlowicz@mdcourts.gov](mailto:diane.pawlowicz@mdcourts.gov)

JESSICA PITTS, Director  
Emergency Preparedness & Court  
Security  
(410) 260-3515 Fax: (410) 260-2505  
[jessica.pitts@mdcourts.gov](mailto:jessica.pitts@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  
(410) 260-1291 Fax: (410) 260-3570  
[deborah.unitus@mdcourts.gov](mailto:deborah.unitus@mdcourts.gov)

This Amendment is being issued to amend and clarify certain information contained in the above named Small Procurement RFP. All information contained herein is binding on all Offerors who respond to this Small Procurement RFP. Specific parts of the Small Procurement have been amended. The following changes/additions are listed below; new language has been underlined and language deleted has been marked with a ~~strikeout~~ (ex. language deleted).

**Section 1.7 Proposal Closing (Due Date)**

All proposals must be received by the Procurement Officer at the email address listed in Section 1.5, no later than 2:00 PM (local time) on ~~Friday May 4, 2012~~ in order to be considered.

To:

**Section 1.7 Proposal Closing (Due Date)**

All proposals must be received by the Procurement Officer at the email address listed in Section 1.5, no later than 2:00 PM (local time) on Tuesday May 8, 2012 in order to be considered.

These are the only changes contemplated by Amendment No. 3. All other terms and conditions are in full force and effect.

Colleen Cantler  
Procurement Specialist  
May 4, 2012