



ADMINISTRATIVE OFFICE OF THE COURTS
MARYLAND JUDICIAL CENTER
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ANNAPOLIS, MARYLAND 21401

Questions/Responses No. 2 to the Small Procurement
Request for Proposal (RFP)
Visual Design Services
May 25, 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: The RFP requests "visual design services" for the Maryland Judiciary's website. However, the RFP also requests the "use of standard coding" and the delivery of "source code" at the final meeting. Is the goal to have the vendor design templates and develop the site, or just design templates? If it is only design, I'm not sure what "coding" you would be looking for.

We would certainly design the site and provide all design files to the Maryland Judiciary, along with all graphics, fonts, style guidelines, etc. Any additional insight on the coding request is appreciated.

Response: The coding refers to the HTML code used to create the visual design of the home page and subordinate page templates. The Contractor will not be developing the site.

2. Question: Our current understanding is that the deliverables for this project are to be a new design and HTML / CSS templates. The Questions / Responses No. 1 document indicates that you do not use a CMS, so it is our assumption that this project will not entail the implementation of one. Please confirm that our understanding of the scope is accurate.

Response: The project does not entail the implementation of a CMS.

3. Question: From Question #6 in the Questions and Responses No. 1 document, the answer says "we are interested in using responsive design and also progressive enhancement." Should project price include costs associated with responsive design and progressive enhancement?

Response: Yes.

4. Question: From RFP, page 6, Deliverables—Is there any flexibility in the schedule if the timeframe remained the same? So, for example, could 1.3.2 Meeting One increase to 3 weeks if 1.3.4 Meeting Three was reduced to 1 week?

Response: Yes, there is flexibility in the schedule, but the project will not be extended beyond the timeframe.

Date Issued: May 25, 2012
Anna Pfeifer, Procurement Officer

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