



ADMINISTRATIVE OFFICE OF THE COURTS

MARYLAND JUDICIAL CENTER
580 TAYLOR AVENUE
ANNAPOLIS, MARYLAND 21401

Pamela Harris, State Court Administrator
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Questions/Responses No. 1 to the
Request for Proposal (RFP) K15-0025-29
Seven IT Support Service Resources

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 to 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: We would like to know if there is an incumbent for this project. If so, kindly provide the details.

Response: Six of the nine positions are currently staffed. Incumbents will not be made available, it is irrelevant.

2. Question: There are in total 9 positions, can a vendor submit candidates for all the 9 positions?

Response: Yes, a vendor can submit up to nine (9) candidates.

3. Question: How many candidates can be submitted for each labor categories?

Response: One candidate per position.

4. Question: Section 3.4.5.3 Reference, requires that offerors provide three (3) "current customer references" where the customer is similar in size to Maryland. Would you accept references for customers of similar size completed within the last 3 to 5 years in addition to current customer references?

Reference: Yes, references can be current and past.

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5. Question: Can you provide eligibility requirements of the firm to participate in the bid? Should the firm be MBE certified?

Response: Please refer to section 1.24 and 1.26 of the RFP.

An MBE goal is not set for this solicitation, but Minority Businesses are encouraged to participate.

6. Question: Does the firm require any prior state contract experience to participate in this Bid?

Response: No.

7. Question: I noticed what might need clarification on page 2 there is a statement "Statement of Work, Desktop Hardware and Software Upgrade (Three Resources)"

However, on page 3 for the same section there is a statement "The Judicial Information Systems Micro/LAN team will require up to four (4) contractor resources in support of the rapid deployment and upgrade of these workstations. The scope of the project will include:"

Could you clarify that the 4th person might be requested at a later date or should we submit 4 resumes?

Response: The Judiciary is only looking for three resources. Please submit up to three resumes for this SOW.