



**ADMINISTRATIVE
OFFICE OF THE COURTS**

GOVERNMENT RELATIONS
INFORMATION TECHNOLOGY
INTERNAL AFFAIRS
JUDICIAL COLLEGE OF MARYLAND
OPERATIONS
PROGRAMS

**Questions/Responses No. 2 to the
Request for Proposals (RFP) K16-0101-25E
MJUD Court Clerk Staffing Study**

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. 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.

7. Question: In section 2.3.3, who is the audience for the survey to analyze issues related to time sufficiency?

Response: Maryland Judiciary Leadership

8. Question: Are there expected to be new missions in the future or will work tasks be relatively consistent?

Response: We are in the process of rolling out a new electronic case management system. This may allow for more centralized work. A roll-out schedule will be provided post award.

9. Question: What workload data would be made available to the contractor support?

Response: Filings, dispositions, hearings, trials, various licenses filed and issued, various cash register transaction frequencies, number of employees- time available to work.

10. Question: Can you provide the number of clerks assigned to each of the district and circuit courts?

Response: District Court: 1326.50, Circuit Court: 1400.50

11. Can you provide information about the type and quality of data that will be provided to the Contractor on work volume?

Response: See response to question #9.

Issued by: Whitney Williams
Procurement Officer
June 3, 2016