



ADMINISTRATIVE OFFICE OF THE COURTS

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

Questions/Responses No. 8 to the Request for Proposals (RFP) K18-0039-25D Professional Development Instructor

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.

30. Question: I am confused by your response to Question 26, "Please note Amendment 3 that requires the resource to be on site Monday – Friday, 40 hours per week throughout the duration of the contract." This would mean that the trainer would be on site and paid for the entire 40-hour week even when they are only providing a 1-hour webinar, correct? This seems rather odd. What do you imagine that they will be doing for the rest of the week? If this is supposed to be entirely used as preparation time, will we be provided with an office?

Response: The resource will be on-site in a Judiciary provided office located in the Judicial College. Part of the resource's time will be used for preparation of courses. See revision number 9 on Amendment 3 for additions to the statement of work that will occupy the remaining hours of the work week.

31. Question: Would you please confirm that this engagement is supplemental staffing at the direction of the AOC?

Response: That is correct.

32. Question: Please confirm whether payment will be contingent on deliverables or based on time and materials.

Response: Time and materials.

Issued by: Khrystine Bunche
Procurement Officer
December 5, 2017