

Administrative Office of the Courts Operations

Amendment #2

Request for Proposals

K21-0035-40

Maryland Court Help Centers

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

1. Revise Attachment E, Price Proposal Form, Pages 51-59 to include pricing for Option Year 1 and Option Year 2 for each location.

Baltimore City (Fayette Street), MD Location

Base Year One	Supervisory Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly
	Support Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly
	Attorney Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly
	Other Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly
Base Year Two	Supervisory Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly
	Support Staff Hours	Number of Staff	Rate Per Hours(\$)	Yearly

Attorney Staff Hours	Number of Staff	Rate Per Hours(\$)	Yearly
Other Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly
Supervisory Staff Hours	Number of Staff	Rate Per Hours(\$)	Yearly
Support Staff Hours	Number of Staff	Rate Per Hours(\$)	Yearly
Attorney Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly
Other Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly
Supervisory Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly
Support Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly
Attorney Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly
Other Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly
Supervisory Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly
Support Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly
Attorney Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly
Other Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly
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Catonsville, MD Location

Base Year One	Supervisory Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly

	Support Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly
	Attorney Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly
	Other Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly
Base Year Two	Supervisory Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly
	Support Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly
	Attorney Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly
	Other Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly
Base Year Three	Supervisory Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly
	Support Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly
	Attorney Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly
	Other Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly
Option Year One	Supervisory Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly
	Support Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly
	Attorney Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly
	Other Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly
Option Year Two	Supervisory Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly
	Support Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly
	Attorney Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly

Other Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly

Glen Burnie, MD Location

Base Year One	Supervisory Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly
	Support Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly
	Attorney Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly
	Other Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly
Base Year Two	Supervisory Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly
	Support Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly
	Attorney Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly
	Other Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly
Base Year Three	Supervisory Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly
	Support Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly
	Attorney Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly
	Other Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly
Option Year One	Supervisory Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly
	Support Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly
	Attorney Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly

	Other Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly
Option Year Two	Supervisory Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly
	Support Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly
	Attorney Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly
	Other Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly

Hagerstown, MD Location

Base Year One	Supervisory Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly
	Support Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly
	Attorney Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly
	Other Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly
Base Year Two	Supervisory Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly
	Support Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly
	Attorney Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly
	Other Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly
Base Year Three	Supervisory Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly
	Support Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly
	Attorney Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly

	Other Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly
Option Year 1	Supervisory Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly
	Support Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly
	Attorney Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly
	Other Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly
Option Year 2	Supervisory Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly
	Support Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly
	Attorney Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly
	Other Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly
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Upper Marlboro, MD Location

Base Year One	Supervisory Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly
	Support Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly
	Attorney Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly
	Other Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly
Base Year Two	Supervisory Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly
	Support Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly
	Attorney Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly

	Other Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly
Base Year Three	Supervisory Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly
	Support Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly
	Attorney Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly
	Other Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly
Option Year One	Supervisory Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly
	Support Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly
	Attorney Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly
	Other Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly
Option Year Two	Supervisory Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly
	Support Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly
	Attorney Staff Hours	Number of Staff	Staff Rate Per Hours (\$)	Yearly
	Other Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly

Rockville, MD Location

Base Year One	Supervisory Staff	Number of Staff	Rate Per Hours (\$)	Yearly
	Hours			

	Support Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly
	Attorney Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly
	Other Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly
Base Year Two	Supervisory Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly
	Support Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly
	Attorney Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly
	Other Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly
Base Year Three	Supervisory Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly
	Support Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly
	Attorney Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly
	Other Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly
Option Year One	Supervisory Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly
	Support Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly
	Attorney Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly
	Other Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly
Option Year Two	Supervisory Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly
	Support Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly
	Attorney Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly

Other Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly

Salisbury, MD Location

Base Year One	Supervisory Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly
	Support Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly
	Attorney Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly
	Other Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly
Base Year Two	Supervisory Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly
	Support Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly
	Attorney Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly
	Other Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly
Base Year Three	Supervisory Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly
	Support Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly
	Attorney Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly
	Other Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly
Option Year One	Supervisory Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly
	Support Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly
	Attorney Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly

	Other Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly
Option Year Two	Supervisory Staff	Number of Staff	Rate Per Hours (\$)	Yearly
	Hours			
	Support Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly
	Attorney Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly
	Other Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly

Cambridge, MD Location

Base Year One	Supervisory Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly
	Support Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly
	Attorney Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly
	Other Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly
Base Year Two	Supervisory Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly
	Support Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly
	Attorney Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly
	Other Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly
Base Year Three	Supervisory Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly
	Support Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly
	Attorney Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly
	Other Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly

Option Year One	Supervisory Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly
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	Support Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly
	Attorney Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly
	Other Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly
Option Year Two	Supervisory Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly
	Support Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly
	Attorney Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly
	Other Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly

Fredrick- Walk- In Center, MD Location

Base Year One	Supervisory Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly
	Support Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly
	Attorney Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly
	Other Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly
Base Year Two	Supervisory Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly
	Support Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly
	Attorney Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly
	Other Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly

Base Year Three	Supervisory Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly
	Support Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly
	Attorney Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly
	Other Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly
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	Support Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly
	Attorney Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly
	Other Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly
Option Year Two	Supervisory Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly
	Support Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly
	Attorney Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly
	Other Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly

All Civil- Remote Services Help Center, Annapolis, MD Location

Hours	Number of Staff	Rate Per Hours (\$)	Yearly
Support Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly
Attorney Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly
Other Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly
Supervisory Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly
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Support Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly
Attorney Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly
Other Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly
Supervisory Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly
Support Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly
Attorney Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly
Other Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly
Supervisory Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly
Support Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly
Attorney Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly
Other Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly
Supervisory Staff Hours	Number of Staff	Rate Per Hours (\$)	Yearly
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Support Staff Hours	Number of Staff	Kate Fel Hours (\$)	1 carry
Support Staff Hours Attorney Staff Hours	Number of Staff Number of Staff	Rate Per Hours (\$)	Yearly
	Attorney Staff Hours Other Staff Hours Supervisory Staff Hours Attorney Staff Hours Other Staff Hours Supervisory Staff Hours Supervisory Staff Hours Attorney Staff Hours Supervisory Staff Hours Other Staff Hours Other Staff Hours Supervisory Staff Hours	Attorney Staff Hours Other Staff Hours Number of Staff Supervisory Staff Hours Number of Staff Number of Staff	Attorney Staff Hours Other Staff Hours Number of Staff Rate Per Hours (\$) Supervisory Staff Hours Number of Staff Rate Per Hours (\$) Support Staff Hours Number of Staff Rate Per Hours (\$) Attorney Staff Hours Number of Staff Rate Per Hours (\$) Attorney Staff Hours Number of Staff Rate Per Hours (\$) Supervisory Staff Hours Number of Staff Rate Per Hours (\$) Supervisory Staff Hours Number of Staff Rate Per Hours (\$) Attorney Staff Hours Number of Staff Rate Per Hours (\$) Attorney Staff Hours Number of Staff Rate Per Hours (\$) Attorney Staff Hours Number of Staff Rate Per Hours (\$) Attorney Staff Hours Number of Staff Rate Per Hours (\$) Other Staff Hours Number of Staff Rate Per Hours (\$)

Issued by: Joeshia Brawner Procurement Officer February 18, 2021