



**Addendum No. 1**  
**Problem Solving Court Taxi Services for Montgomery and Howard Counties**  
**K22-0037-25U**

**12/01/2021**

The purpose of this addendum is to amend and clarify certain portions of the above-referenced solicitation with all prospective bidders/offerors.

**Questions:**

- Q1. If we only want to provide transportation in Howard County, can we do that?  
A1. Yes. See Section II.C.
- Q2. Will attendance from the pre-bid conference be posted publicly?  
A2. Yes.
- Q1. Must the awarded bidder meet all of the minimum qualifications including being a transportation company for 3 years?  
A3. Yes.
- Q4. Is this the first time this solicitation is going out for bid?  
A4. Yes.
- Q5. Where can prior quotes be obtained?  
A5. As this is the first time the DPCGA has solicited for these services, we do not have this information.
- Q6. As a startup company with no experience can we submit a bid?  
A6. Please review the Solicitation to determine whether your firm meets the minimum qualifications and can responsibly perform the requested services.
- Q7. Can you inform us of how many companies are on the call right now?  
A7. As this is the first time the DPCGA has solicited for these services, we do not have a current on-call contract.
- Q8. What is the volume of trips per year?  
A8. We anticipate 900 trips.
- Q9. Will the opening of bids be public?  
A9. No.
- Q10. Will we be able to know the miles per trip?  
A10. The Successful Bidder(s) will be able to calculate the miles per trip after receiving the Trip Request Voucher. See Section III.D. of the RFP.
- Q11. Is there any delivery paperwork?  
A11. Please refer to Section III of the RFP.
- Q12. Will the awarded have to go through background checks?  
A12. Please refer to Section I of the RFP.
- Q13. How far does the background check go?  
A13. The background check does not have a defined look-back period.

All addenda will be incorporated into the final contract documents and will be binding on all bidders/offerors responding to this solicitation. Each bidder/offeror submitting a bid/proposal must acknowledge receipt of all addenda by completing and forwarding Attachment H (included in bid/proposal package) with the bid/proposal response; failure to acknowledge addenda may result in the bid/proposal rejection.

If you have any questions regarding this addendum, please contact me at (410) 260-3591 or email me at [valerie.l.mitchell@mdcourts.gov](mailto:valerie.l.mitchell@mdcourts.gov)

Valerie L. Mitchell  
Procurement Officer

