



Administrative Office of the Courts

Operations Division

Questions/Responses No. 1 to the Request for Proposals (IFB) K19-0035-90H Civil and Special Proceedings File Folders

Ladies and Gentlemen:

The following questions for the above referenced IFB 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 IFB 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.

Question: All the deliveries are inside deliveries and I would like to know if there is a loading dock at all the destinations and do we just bring the skids into the building or do we have to break down the skids and bring to a specific room?

Response: Loading Docks are NOT available at all locations. The boxes have to be transported/placed in the location designated by the District Court representative onsite. (This could be a storeroom, mailroom, closet, etc.) Elevators are available.

Issued by: Karen Hoang
Procurement Officer
September 18, 2018