



# Administrative Office of the Courts

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## Operations Division

### Questions/Responses No. 2 to the Request for Proposals (RFP) K21-0064-25 Judicial College Technology Education Trainers

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.

3. Question: On the price proposal form, is the hourly rate to indicate 1 person or 3 staff member rate?

**Response: Offerors should submit one form per each proposed candidate.**

4. Question: Does the per hour rate include overhead costs?

**Response: Yes. The hourly rate is fully loaded and is the actual rate the AOC will pay for all services with the exception of travel. Travel and/or lodging expenses are not be included in the price proposal.**

Issued by: Robin Smith  
Procurement Officer  
March 23, 2021