



ADMINISTRATIVE OFFICE OF THE COURTS
MARYLAND JUDICIAL CENTER
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AMENDMENT #2
REQUEST FOR PROPOSALS
PROJECT NUMBER K11-0030-29
OCTOBER 4, 2010

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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 underlined and language deleted has been marked with a strikeout (ex. ~~language deleted~~).

1. Revise: Key Information Summary Sheet:

Closing Date and Time: November 15, 2010 ~~October 27, 2010~~; 2:00 PM (EST)

2. Revise: Section 1.10 Proposals Due (Closing) Date:

An unbound original and 15 ~~44~~ bound copies of each proposal (technical and financial) must be received by the Procurement Officer, at the address listed in RFP Section 1.5, no later than **2:00 p.m. (EST)** on November 15, 2010 ~~October 27, 2010~~, in order to be considered.

Requests for extension of the closing date or time shall not be granted. Offerors mailing proposals should allow sufficient mail delivery time to ensure timely receipt by the Procurement Officer. Proposals received by the Procurement Officer after the due date, November 15, 2010 ~~October 27, 2010~~ at **2:00 p.m. (EST)**, shall not be considered. Proposals may not be submitted by e-mail or facsimile. Proposals shall not be opened publicly.

3. Revise: Section 3.1 Submission Information:

An unbound original, so identified, and 15 ~~44~~ copies of each volume are to be submitted. An electronic version of both the Volume I - Technical Proposal and the Volume II - Financial Proposal in MS Excel format must also be submitted with the unbound originals, technical or financial volumes, as appropriate.

4. Revise: Section 3.3. Volume II - Financial Proposal:

Under separate sealed cover from the Technical Proposal and clearly identified with the same information noted on the Technical Proposal, the Offeror must submit an original unbound copy, 15 ~~44~~ bound copies, and one electronic copy (in MS Excel 2003 format) of the Financial Proposal in a separate envelope labeled as described in RFP Section 3.

Date Issued: October 4, 2010

Susan Howells, Procurement Officer