



# Administrative Office of the Courts

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## Operations Division

### Questions/Responses No. 6 to the Request for Proposals (RFP) K20-0002-29

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.

28. Question: We are non-Maryland registered company, are we allowed to submit the RFP?

**Response: See question and responses 4.**

29. Question: If we are registering our company in Maryland and registration process in progress still, we are allowed to submit the RFP?

**Response: Yes.**

30. Question: Can non-MBE or WBO's submit a response?

**Response: Yes, but please note the MBE goal requires the prime to subcontract 10% to a qualified MBE.**

31. Question: Are resumes of all the team members required?

**Response: Yes.**

32. Question: If the best candidate is not local, would you allow remote work?

**Response: No.**

33. Question: Page No. 31-42 Form A Standard Contract Agreement: Is this form a mandatory submission along with the proposal? Please suggest. Also, does this form need an affidavit?

**Response: See RFP Section 3.4.5**

34. Question: Page No. 47-48 Attachment C: Contract Affidavit: is this mandatory submission along with the proposal?

**Response: See RFP Section 3.4.5**

35. Question: Attachment D: Pre-proposal Conference Response Form: Is this a mandatory submission with the proposal?

**Response: No.**

36. Question: Page No. 54-56 NDA: Is this a mandatory submission along with the RFP Proposal?

**Response: See RFP Section 3.4.5**

37. Question: Page No. 57: Certified MBE Utilization and Fair Solicitation Affidavit MBE: In the event we request for complete waiver of the MBE do we need to submit MBE forms C & D?

**Response: See RFP Section 1.23**

Issued by: Khrystine Bunche  
Procurement Officer  
February 13, 2019