



Administrative Office of the Courts

Operations Division

Questions/Responses No. 1 to the Request for Proposals (RFP) 13563R Judicial College Legal Temporary Staffing Support

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.

1. Question: Would the successful bidder be able to work remotely on this project?
Response: No, all work shall be performed at 187 Harry S. Truman Parkway, Annapolis, MD 21401, unless otherwise authorized (see RFP Section 1. c).
2. Question: Kindly let us know the Job Title/role for the temporary staffing personnel you are looking for?
Response: The role is Legal Temporary Staffing Support.
3. Question: What is the anticipated start date of the three months this person will begin?
Response: The start date will be determined after an award determination is made. The Judiciary anticipates the start date to be on or around July 10, 2021.
4. Question: When we submit the pricing will you be paying my company and then I be paying the person working the 3 months? How long does it take after invoicing to receive payment and will it be via check or direct deposit?
Response: The Judiciary will pay the Contractor only. Payment to the Contractor's Resource shall be handled by the Contractor. Payments to the Contractor shall be made no later than thirty (30) days after acceptance and receipt of a proper invoice from the successful Offeror. Charges for late payment of invoices are prohibited.
5. Question: Will you just be using the resumes we submit to see the variety of resources we have or will you be actually interviewing and selecting your person from one of the resumes?
Response: Upon review of the responses, the Judiciary will interview selected candidates.

6. Question: When it speaks of the evaluation of spectrum of services proposed, can you please clarify a little more in detail what you are looking for in addition to actual resumes?

Response: The evaluation factors include the following: candidate resume, capabilities and experience in providing the required services, and price proposal (see RFP Section 5).

Issued by: Nia Graves
Procurement Officer
06/22/2021