



Administrative Office of the Courts

Operations Division

Questions/Responses No. 1 to the Request for Proposals (RFP) K18-0049-29 Electronic Filing Service Provider Program

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: We have noticed from the published statistics that Maryland has a very high number of landlord/tenant cases (around 650,000) per year, which is much higher than what we see in other states, especially proportional to population. For example, California has around 160,000, Florida has around 130,000, New York metro area around 260,000. We are wondering whether these are case initiation counts or something different (e.g., document counts).

Response: [These are case initiation counts.](#)

2. Question: We would like to verify that the Sheriff performs all or the majority of services of process in Maryland.

Response: [The sheriff performs the majority of service within the state, as required by law, with two exceptions. The first is that sheriff service is not required in Wicomico County, which had 11,190 complaints filed in FY2017 out of a total of 650,336 complaints filed statewide. Filing fees and state laws make the eviction process different in each state. The second is private process may be requested in addition to Sheriff Service for corporate tenants.](#)

3. Question: If you have statistics on the number of documents filed per case (per case type), this would be helpful.

Response: The documents that are filed are considered 1 document, but in its current form is a multi-page form. The form currently has 5 pages, with notices printed on the back of some of the pages. Generally, at case initiation, this is the only form that is submitted. In addition to this, landlords also may file a copy of the defendant's military status, a request for personal service, or lead paint certification. Filing of these additional documents is not required, and happens in a small number of cases.

Issued by: Kevin Jones
Procurement Officer
June 15, 2018