



# Administrative Office of the Courts

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## Operations Division

### Questions/Responses No. 3 to the Request for Proposals (RFP) K21-0057-29 Maryland Business License Electronic Payment Services

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: Can you please provide names for all departments that you will migrate to our solution during the initial roll out, if awarded the contract? Please provide their current transaction counts by Credit Card / Debit Card/ electronic check.  
Response: [The Judiciary is unable to provide this information.](#)
2. Question: Can you please provide names and transaction counts by Credit Card / Debit Card/ eCheck for any additional departments that you will knowingly migrate to our solution during the term of the contract, if awarded?  
Response: [No. At this time majority of our court locations accept payments for licenses by cash or check.](#)
3. Question: To the best of your knowledge, what is the total credit card/debit card/eCheck processing volumes (yearly/monthly) currently? Please list those volumes independently (by department) if you are able.  
Response: [See question #2 above. Revenue totals to approximately \\$15 million annually for licenses.](#)
4. Question: What type of devices are you currently using and would you be interested in obtaining devices?  
Response: [None. The Judiciary is not interested in obtaining devices.](#)
5. Question: Approximately how many devices are required or are currently in use?  
Response: [None.](#)
6. Question: We can provide devices that are semi integrated or remote. Will the devices be used strictly in an office environment or remotely? Approximately how many of each would you like?

Response: This service is not needed.

7. Question: Are you able to provide a 12 month outlook concerning device needs?  
Response: Devices are not needed.
8. Question: Approximately how many check readers would you require?  
Response: None.
9. Question: How many MIDS will be required?  
Response: The merchant identification number is typically one (1), but this is subject to change.
10. Question: Concerning iFrame.. Can you provide a bit more information on your dependency of iFrame? What will it be used for specifically?  
Response: See section 2.2.2
11. Question: Can the State of Maryland advise what would be the expected deposit timeframe?  
Response: The Judiciary requests that Offerors provide this information as part of the Technical Proposal (see Attachment E).
12. Question: What is your current Payment Processor charging currently?  
Response: The Judiciary does not currently have an incumbent for these services.
13. Question: Are you currently passing the fee to the customers or absorbing (cost plus)? What is your intent in the future concerning passing costs or absorbing?  
Response: At this time, various departments within the Judiciary use the service fee model.
14. Question: Are all departments currently passing the fee to the customer or absorbing, or is it left to the discretion of the individual department.  
Response: See questions #13 above.

Issued by: Joeshia Brawner  
Procurement Officer  
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