



# Administrative Office of the Courts

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## Operations Division

**Questions & Responses No. 1 to the  
Small Procurement RFP  
Project Number: 13477  
Project Title: Rockville DC Panic Buttons & DSX Upgrade**

Dear Prospective Offerors,

The following questions for the above referenced small procurement 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 small 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: During the site survey it was shown that District court has 4 Milestone Smart Clients and 2 Milestone recording servers. Are the Contractors expected to upgrade the physical workstations only, or should the Milestone software to be included as well?

**Response: The Contractor is expected to only upgrade the Workstations. The Milestone software does not need any upgrading.**

2. Question: Can you provide all of the workstation details? Including the server and client names, software versions, software IDs, hardware space, RAM, Windows operating system, and how many drives (storage drives, C: drive, D: drive, etc.) in each of the three workstations.

**Response: The Judiciary is unable to provide this information at this time.**

3. Question: The solicitation calls for the completion of this project in 60 calendar/business days. Can this timeframe be extended due to afterhours work and procurement lead times?

**Response: The timeline remains 60 days from the issuance of the PO. Requests for extension of the timeframe will only be granted by written request and approval.**

4. Question: During the Site survey it was stated that the badges were not necessary because the building management could assign visitor badges. Can you confirm or deny this?

**Response: Yes, the Techs will sign in on the Contractors log and can then pick up an access card.**

5. Question: Please provide the part number of the Panic button that is in the attachment.

Response: Dortonics, 5211-MP23/KR, rated 5A 24v dc

6. Question: Do we need to submit this form with our Proposals? Or do we submit after the potential award?

Response: Only after the award. The Project Manager will supply the form.

Issued By:	Christos Bazekis Procurement Officer May 24, 2021
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