



# Administrative Office of the Courts

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## Operations Division

### Questions/Responses No. 1 to the Small Procurement Request for Proposals (RFP) K21-0075-26N Interpreter Training and Education

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.

**Question 1:** What is the number of students per each course, and languages for each student. If the number of students and their languages is unknown, can we provide a price per exam/course by language, as opposed to a firm total price?

**Response:** The number of students and their language is unknown. Offerors are requested to provide a price per language-neutral workshop or webinar and/or language specific.

**Question 2:** What is the difference here between Base Year and the Option Year price.

**Response:** The base period represents the number of days between a specific start date and a specific end date, as outlined in a contract. The Base year price refers to the price offer to avail the services during the base period.

**If the judiciary exercises a renewal one-year option after completion of the base period, option year price is considered to obtain the services during that option period.**

**Question 3:** If selected, what would be the start date to begin offering in-person or remote training?

**Response:** The start date shall begin with the Contract execution.

**Question 4:** Is there a minimum or a maximum number of hours of training you are looking for?

**Response: No.**

**Question 5** Is there a set number or a maximum or a minimum number of participants that you'd like to have received training?

**Response: No.**

Issued by: Sejal Lakhawala

Procurement Officer

May 11, 2021