



**Addendum No. 1
New Trial Judge Orientation Location
K23-0001-25D**

03/30/2022

The purpose of this addendum is to amend and clarify certain portions of the above-referenced solicitation with all prospective bidders/offerors.

Questions:

Q1. Does the RFP include the rooms and venue or could it just be rooms?

A1. Rooms and venue are required.

Q2. Will the event space needs end on November 17th or November 18th and at what time?

A2. Large meeting/event space and locked room are needed through 2:00 PM on November 18th.

Q3. Which aspect is most important to the final decision?

A3. See Section V.B.

Q4. Where has this been held in the past?

A4. Turf Valley.

Q5. Please confirm the breakout room for 25 people is only needed one day and which day is preferred?

A5. Confirmed. The Judicial College is unsure of the day preference at this time.

Q6. Is a hospitality suitable for the "gathering space"?

A6. Yes.

All addenda will be incorporated into the final contract documents and will be binding on all bidders/offerors responding to this solicitation. Each bidder/offeror submitting a bid/proposal must acknowledge receipt of all addenda by completing and forwarding Attachment H (included in bid/proposal package) with the bid/proposal response; failure to acknowledge addenda may result in the bid/proposal rejection.

If you have any questions regarding this addendum, please contact me at (410) 260-1263 or email me at Victoria.Nellis@mdcourts.gov

Victoria Nellis
Procurement Officer