



ADMINISTRATIVE OFFICE OF THE COURTS

MARYLAND JUDICIAL CENTER
580 TAYLOR AVENUE
ANNAPOLIS, MARYLAND 21401

Pamela Harris
State Court Administrator
410-260-1295

Amendment #1

Request for Proposals

K16-0013-29

This Amendment is being issued to amend and clarify certain information contained in the above named RFP. All information contained herein is binding on all Offerors who respond to this RFP. Specific parts of the RFP have been amended. The following changes/additions are listed below; new language has been underlined and language deleted has been marked with a ~~strikeout~~ (ex. ~~language deleted~~)

1. Revise RFP Key Information Summary Sheet

KEY INFORMATION SUMMARY SHEET

THE JUDICIARY

Request for Proposals

OBIA Development Services Resource

PROJECT #K16-0013-29

RFP Issue Date: August 27, 2015

Procurement Officer: ~~Colleen Cantler~~ Khrystine Bunche
2003C Commerce Park Drive
Annapolis, MD 21401
~~410-260-1581~~ 410-260-1416
Colleen.cantler@mdcourts.gov
Khrystine.bunche@mdcourts.gov

Proposals must be sent to: ~~Colleen Cantler~~ Khrystine Bunche
Administrative Office of the Courts
Department of Procurement and Contract Administration
2003C Commerce Park Drive
Annapolis, MD 21401
~~410-260-1581~~ 410-260-1416

Pre-Proposal Conference: September 10, 2015 at 10:00am
Conference Room 2 (upper level)
Judicial Education Conference Center (JECC)
2011D Commerce Park Drive
Annapolis, MD 21401

Closing Date and Time: ~~September 21, 2015; 2:00 PM~~
September 28, 2015; 2:00 PM

2. Revise RFP Section 1.5, Procurement Officer

The sole point of contact in the Judiciary for purposes of this RFP prior to the award of any Contract is the Procurement Officer at the address listed below:

~~Colleen Cantler~~
~~410-260-1581~~
~~Colleen.cantler@mdcourts.gov~~

Khrystine Bunche
410-260-1416
Khrystine.bunche@mdcourts.gov

The Maryland Judiciary may change the Procurement Officer at any time by written notice.

3. Revise RFP Section 1.9 Proposal (Closing) Date

An original of each proposal (technical and financial) must be received by the Procurement Officer no later than 2:00 pm (local time) on ~~September 21, 2015~~ September 28, 2015, 2:00pm in order to be considered. An electronic version (CD) of the Technical Proposal must be enclosed with the original technical proposal and a separate file for resumes of each team member proposed. Title format for resumes shall utilize the following format: "Last name, First name – proposed position" (example: Doe, Jane – UNIX Administrator). Preferred file format is PDF. An electronic version (CD) of the Financial Proposal must be enclosed with the original Financial Proposal. All diskettes or CDs must be labeled with the RFP title, RFP

number, and Offeror name and packaged with the original copy of the appropriate proposal (technical or financial).

Requests for extension of this date or time will not be granted. Offerors mailing proposals should allow sufficient mail delivery time to ensure timely receipt by the Procurement Officer. Proposals received by the Procurement Officer after the due date will not be considered.

Proposals may not be submitted by e-mail or facsimile.

Issued by: Khrystine Bunche, Procurement Officer

September 10, 2015