



ADMINISTRATIVE OFFICE OF THE COURTS

GOVERNMENT RELATIONS
INFORMATION TECHNOLOGY
INTERNAL AFFAIRS
JUDICIAL COLLEGE OF MARYLAND
OPERATIONS
PROGRAMS

Addendum No. 1 Office Renovation- Circuit Court for Montgomery County K17-0092-15 June 12, 2017

Ladies and Gentlemen:

This Addendum is being issued to amend and clarify certain information contained in the above named small procurement RFP. All information contained herein is binding on all Offerors who respond to this small procurement 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).

The plans that were provided at the walk-through are furniture plans, and NOT office renovation plans.

2.3 Contractor Statement of Work/Deliverables

2.3.1 Duplications Office

- Removal and disposal of existing furniture (Under the direction and in compliance with Judiciary Policy")
- Removal of wall that made office (contractor to measure approximate linear footage)
- Painting: a low or no VOC paint to minimize odors in courthouse(to match existing)
- Potential electrical work because we might need more outlets and data/phone lines
- Replacement of existing ceiling tiles and painting of grids to match existing
- **Replace lens and bulbs in the ceiling lights (commercial style)**

2.3.2 Recording/Indexing Area

- ~~Removal and disposal of existing furniture~~ (Under the direction and in compliance with Judiciary Policy")
- Small office walls removed and wall dividing indexing from recording (contractor to measure approximate linear footage)
- Painting: a low or no VOC paint to minimize odors in courthouse(to match existing)

- Potential electrical work because we might need more outlets and data/phone lines
- Panic buttons removed and then reinstalled with coordination with Security Chief and security vendor.
- Replacement of existing ceiling tiles and painting of grids to match existing
- **Replace lens and bulbs in the ceiling lights (commercial style)**
- **Remove wallpaper and paint left side of wall to match existing wall**

Issued by Yashica Forrester
Procurement Officer
June 12, 2017