



ADMINISTRATIVE OFFICE OF THE COURTS  
PROCUREMENT AND CONTRACT ADMINISTRATION  
2003 C COMMERCE PARK DRIVE  
ANNAPOLIS, MD 21401

Questions/Responses No.1 to the Request for Proposal (RFP)  
MJUD COTS (Commercial-Off-the-Shelf) Software  
K12-0024-25L  
September 21, 2011

FRANK BROCCOLINA  
STATE COURT ADMINISTRATOR  
(410) 260-1295 Fax: (410) 974-2066  
[frank.broccolina@mdcourts.gov](mailto:frank.broccolina@mdcourts.gov)

FAYE D. MATTHEWS  
DEPUTY STATE COURT ADMINISTRATOR  
(410) 260-1257 Fax: (410) 974-2066  
[faye.matthews@mdcourts.gov](mailto:faye.matthews@mdcourts.gov)

SHARON SAMPSON BALL, Director  
Human Resources  
(410) 260-1283 Fax: (410) 974-2849  
[sharon.ball@mdcourts.gov](mailto:sharon.ball@mdcourts.gov)

GRAY BARTON, Director  
Office of Problem-Solving Courts  
(410) 260-3617 Fax: (410) 841-9850  
[gray.barton@mdcourts.gov](mailto:gray.barton@mdcourts.gov)

MARK BITTNER, Director  
Judicial Information Systems  
(410) 260-1001 Fax: (410) 974-7170  
[mark.bittner@mdcourts.gov](mailto:mark.bittner@mdcourts.gov)

ALLEN C. CLARK, III, Director  
Budget & Finance  
(410) 260-1579 Fax: (410) 260-1290  
[allen.clark@mdcourts.gov](mailto:allen.clark@mdcourts.gov)

DAVID R. DURFEE JR., Director  
Legal Affairs  
(410) 260-1405 Fax: (410) 974-2066  
[david.durfee@mdcourts.gov](mailto:david.durfee@mdcourts.gov)

SUSAN HOWELLS, Director  
Procurement & Contract Admin.  
(410) 260-1410 Fax: (410) 260-2520  
[susan.howells@mdcourts.gov](mailto:susan.howells@mdcourts.gov)

CONNIE KRATOVIL-LAVELLE, Director  
Family Administration  
(410) 260-1296 Fax: (410) 974-5577  
[connie.kratovil-lavelle@mdcourts.gov](mailto:connie.kratovil-lavelle@mdcourts.gov)

PAMELA C. ORTIZ, Director  
Access to Justice Commission  
(410) 260-1258 Fax: (410) 260-2504  
[pamela.ortiz@mdcourts.gov](mailto:pamela.ortiz@mdcourts.gov)

DIANE S. PAWLOWICZ, Director  
Court Research & Development  
(410) 260-1725 Fax: (410) 260-2503  
[diane.pawlowicz@mdcourts.gov](mailto:diane.pawlowicz@mdcourts.gov)

JESSICA PITTS, Director  
Emergency Preparedness & Court Security  
(410) 260-3515 Fax: (410) 260-2505  
[jessica.pitts@mdcourts.gov](mailto:jessica.pitts@mdcourts.gov)

CARLA F. JONES, Director  
Court Business Office  
(410) 260-3526 Fax: (410) 260-2504  
[carla.jones@mdcourts.gov](mailto:carla.jones@mdcourts.gov)

ROXANNE P. MCKAGAN  
Director, Administrative Services  
(410) 260-1407 Fax: (410) 974-2066  
[rocky.mckagan@mdcourts.gov](mailto:rocky.mckagan@mdcourts.gov)

DEBORAH A. UNITUS  
Director, Program Services  
(410) 260-1291 Fax: (410) 260-3570  
[deborah.unitus@mdcourts.gov](mailto:deborah.unitus@mdcourts.gov)

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 who received the RFP. 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.

1. Question: How will the AOC purchase Novell Software?

**Response: Through other procurement methods.**

2. Question: How recent do Letters of Authorization need to be for submissions related to 3.4.2.3 B? For example, would a LOA dated more than 90 days be acceptable assuming it meets all other stated criteria?

**Response: Yes.**

Date Issued: September 21, 2011  
Anna Pfeifer, Procurement Officer

TTY Users: 1-800-735-2258

[www.mdcourts.gov](http://www.mdcourts.gov)

