



**ADMINISTRATIVE OFFICE OF THE COURTS
MARYLAND JUDICIAL CENTER
580 TAYLOR AVENUE
ANNAPOLIS, MARYLAND 21401**

**AMENDMENT #1
REQUEST FOR PROPOSALS
PROJECT NUMBER K11-0030-29
SEPTEMBER 30, 2010**

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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 Attachment D to read Attachment D-1 and Attachment D-2. Revised Attachment D-1 and D-2 is incorporated into the RFP through this amendment.
2. Revise – RFP Attachment C instructions and Response Code column to allow Offerors the ability to individually respond to requirements and sub-requirements with the appropriate response code. Revised RFP Attachment C is incorporated into the RFP through this amendment.
3. Add the following response requirement to RFP Section 3.2 F – Offeror Experience and Capabilities:
 - An organization chart of the Offeror showing all major component units, which component(s) shall perform the requirements of the Contract, where the management of the Contract shall fall within the organization, and what corporate resources shall be available to support the Contract in both primary and secondary, or back-up roles. Also, provide the names and titles of the key personnel listed in RFP Section 2.6.3 directly involved with services rendered under the Contract along with their resumes.

Date Issued: September 30, 2010
Susan Howells, Procurement Officer