



# Administrative Office of the Courts

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## Operations Division

### Questions/Responses No. 1 to the Request for Proposals (RFP) K18-0060-26N Judicial College Part Time Long Term Tech Education Department

Ladies and Gentlemen:

The following questions for the above referenced RFP were received by the procurement officer and are answered and posted for all prospective Offerors. 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:** Is this a full-time or a part-time position/project?  
**Response:** Please see Section 2.1 Organization Background of the RFP: Judicial College of Maryland Department of Technology Education has a need for (1) one-part time long term technical trainer.
  
- 2) **Question:** What will be the total working hours per week?  
**Response:** Please see Section 2.3 Work Hours, Location and Travel of the RFP: Hours of work are two and a half days per week, Tuesday through Thursday.
  
- 3) **Question:** How many candidates can we submit (Minimum and Maximum Limit)?  
**Response:** Maximum of three.
  
- 4) **Question:** Are there any incumbents (selected resource) for this position? If Yes, how many?  
**Response:** No.
  
- 5) **Question:** What will be the interview type of the selected candidate? Skype, telephonic or in-person?  
**Response:** In-Person

Date Issued: March 14, 2018

Issued by: April Molley, Procurement Officer