



# Administrative Office of the Courts

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## Operations Division

### Questions/Responses No. 1 to the Request for Proposals (RFP) K18-0064-26N Maryland Access to Justice Self Help Videos

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: Will we have access to the Scripts?**

**Response: Yes, Scripts will be posted online at eMaryland Market and <http://courtnet.courts.state.md.us/>.**

**2) Question: Do you have a need for a Narrator?**

**Response: Yes, we need a Narrator.**

**3) Question: What may we include in the video?**

**Response: Yes, the video may include a combination of live action, graphical elements, motion, and kinetic typography. Story driven.**

**4) Question: Do you have a need for a closed captioned?**

**Response: Yes, we need closed captioned in English and Spanish.**

**5) Question: Branding?**

**Response: Yes, you can use the Maryland State branding, and logo's**

**6) Question: Do you have a need for Translation?**

**Response: Yes, translation is done in house at AOC cost.**

Date Issued: March 20, 2018

Issued by: April Molley, Procurement Officer