



Administrative Office of the Courts

Operations Division

**Questions & Responses No. 1 to the
Request for Proposals (RFP)
Project No.: K21-0040-25I**

Project Title: Assessments for Trauma Response and Understanding

Dear Prospective Offerors,

The following questions for the above referenced RFP were received by e-mail 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 it possible to provide an estimated number of total contacts that will be surveyed?

Response: The number of total contacts will be based on as-yet selected sites across jurisdictions of varying sizes. Therefore, it would be impossible to give an accurate estimate.

2. **Question:** Should travel cost should be included in each of the applicable on Attachment E – Price Proposal Form?

Response: Yes, it should be included, there is no need for additional lines, as it is stated in Attachment E – Price Proposal Form:

****Fully loaded fixed price that includes all direct and indirect costs and profit for the Contractor to perform. Indirect costs shall include all costs that would normally be considered general and administrative costs and/or travel costs, or which in any way are allocated by the Contractor against direct labor hours as a means of calculating profit or recouping costs which cannot be directly attributable to the Contract. There is no provision for additional travel reimbursement.**

Issued By:	Christos Bazekis Procurement Officer March 29, 2021
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