



Addendum No. 1
Montgomery County Mental Health Court Case Manager
K22-0061-64

2/25/2022

The purpose of this addendum is to amend and clarify certain portions of the above-referenced solicitation with all prospective bidders/offerors.

Clarifications:

- C1. Delete: Section IV.C.2.g
Replace with: Offeror shall include information on prior experience with similar engagements (i.e., size and scope), and describe how its resource(s) will meet the requirements of this RFP. In addition, the Offeror shall include the following:
- (1) Not less than three (3) references, within the past five (5) years, from customers/clients who can document the Offeror resource's ability to provide the goods and/or services specified in this RFP. Complete the Bidder/Offeror Resource Experience Form (Attachment J1), duplicating as necessary.
 - i. If the Offeror proposed resource has been assigned to less than three (3) contracts within the previous five (5) years, the Offeror shall submit one (1) reference per assigned contract from the customer(s)/client(s) that can document the Offeror proposed resource's ability to provide the services specified in this RFP. Complete the Bidder/Offeror Resource Experience Form (Attachment J1), duplicating as necessary.
- C2. Delete: Closing Date & Time: March 3, 2022 at 4:30 PM EST
Replace: Closing Date & Time: March 7, 2022 at 4:30 PM EST

Questions:

- Q1. Can you explain how a vendor's financial documents are factored into an award? Is the financial strength of a vendor given a numerical rating or a higher percentage of points assigned to a proposal based on the financial strength?
- A1. The fiscal integrity is reviewed during the initial compliance review as set forth in Section V.D.1. of the RFP.
- Q2. Will the District Court provide the technical tools, specifically a computer, to perform the duties required or will the vendor provide?
- A2. Yes. The court will supply all the necessary tools (laptops and office space).
- Q3. Should the Offerors have a resource before submitting a proposal?
- A3. Yes. Please review the RFP.
- Q4. Is the start date listed in the RFP tentative?
- A4. Yes.

All addenda will be incorporated into the final contract documents and will be binding on all bidders/offerors responding to this solicitation. Each bidder/offeror submitting a bid/proposal must acknowledge receipt of all addenda by completing and forwarding Attachment H (included in bid/proposal package) with the bid/proposal response; failure to acknowledge addenda may result in the bid/proposal rejection.

If you have any questions regarding this addendum, please contact me at (410) 260-3591 or email me at valerie.l.mitchell@mdcourts.gov

Valerie L. Mitchell
Procurement Officer