Addendum No. 1
Senior Architect – Application and Integration Architectures
Project No. K22-0040-29

12/27/2021

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: Key Information Sheet, Closing Date and Time: January 17, 2022 at 4:30 PM EST
Replace with: Key Information Sheet, Closing Date and Time: January 14, 2022 at 4:30 PM EST

Questions:
Q1. Is there an incumbent in place?
A1. Yes.

Q2. If there is an incumbent, could you please let us know the incumbent name?
A2. Adaequare.

Q3. If there is an incumbent for this contract, is the incumbent eligible to submit the proposal again?
A3. Yes.

Q4. Can you please re-confirm the start date?
A4. April 1, 2022.

Q5. If the process completes before the state date, will the contract start early?
A5. No.

Q6. How many vendors do you intend to award for this contract?
A6. One.

Q7. What is the solicitation document from the incumbent’s appointment?

Q8. Is there an estimated or NTE budget allocated for this contract? Could you please share the previous spending on this contract, if any?
A8. The AOC does not share budget information.

Q9. Is there a requirement for US Citizenship for the resource, or can the proposed resource be a US Permanent Resident (Green Card) or person with authorization to work in the US?
A9. Offerors shall propose resources that have the proper work authorization to work in the United States. The Judiciary will not provide work authorization, or sponsoring, for Independent Contractors.

Q10. Are there any pain points or issues with the current vendor(s)?
A10. The AOC does not discuss the details of current contracts.

Q11. Is there any mandatory subcontracting requirement for this contract? If yes, Is there any specific goal for the subcontracting?
A11. No, there is no mandatory subcontracting.
Q12. What is the total number of resources who are currently working on this project? What is their position name and hourly rate?
A12. One resource in a Senior Architect position. The AOC does not share budget information.

Q13. Considering the current COVID-19 pandemic situation, if the proposed candidates are not available at the time of award, will the agency allow us to provide replacement personnel with similar or more skill sets?
A13. No.

Q14. Are hourly rate ranges acceptable for proposed personnel?
A14. No. Offerors shall submit pricing in accordance with Attachment E, Bid/Price Proposal Form.

Q15. Is it entirely onsite work or can it be done remotely to some extent?
A15. See RFP Section III.F.

Q16. Do the services need to be delivered onsite or is there a possibility for remote operations and performance?
A16. See RFP Section III.F.

Q17. Do we need to submit the actual resumes for proposed candidates, or can we submit the sample resumes?
A17. Please submit resumes with the requested information in RFP Section IV.C.2.f.

Q18. How many candidate resumes can we submit?
A18. One.

Q19. What is the mode of interview of the candidate i.e. virtual or in-person?
A19. Please see RFP Section III.I

Q20. Could you please provide the list of holidays?
A20. The Maryland Judiciary’s holidays are listed at https://www.courts.state.md.us/administration/holidays

Q21. Is there any mandated Paid Time Off, Vacation, etc.?
A21. No.

Q22. Will the AOC reduce the cyber policy insurance requirement to $5 million?
A22. See RFP Section II.L.2.

Q23. Is it required for the candidate to have experience inside the juvenile and appellate court?
A23. This experience is preferred, but not required.

Q24. Are independent contractors (1099) allowed to submit the bid or are only organizations/vendors allowed for this solicitation?
A24. Independent Contractors may submit a proposal.

Q25. As financial reports, (i.e., profit loss statement and balance sheet) are company confidential information, could we submit it via separate secured email or is it mandatory to submit via hardcopy?
A25. Offerors shall submit via hardcopy.

Q26. Do we need to submit the Firm's references, Candidate references, or both?
A26. Candidate references shall be submitted in accordance with Section IV.C.2.g. of the RFP. Firm experience shall be submitted in accordance with Section IV.C.2.h. of the RFP.

Q27. Can we submit the Right to Represent Agreement and Letters of Intended Commitment to Work upon awarding?
A27. See RFP Sections IV.C.2.f.3 and IV.C.2.f.4.
Q28. Can you provide a link for the Judicial Branch Procurement Policy?
A28. Please see the following link on our website: https://www.courts.state.md.us/procurement

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) 260-1421 or email me at lauren.sands@mdcourts.gov

[Signature]

Procurement Officer