



**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?  
**A7.** K17-0039-29A, Titled Senior Architect – Application and Integration Architectures.
- 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](mailto:lauren.sands@mdcourts.gov)



Procurement Officer