



Wes Moore, Governor · Aruna Miller, Lt. Governor · Rafael López, Secretary

**State of Maryland
State of Maryland Department of Human Services
Request For Proposals (RFP)**

**Maryland State Directory of New Hires
CSA/MSDNH-25-001-S**

AMENDMENT #4

October 7, 2025

Dear Prospective Offerors:

This amendment is being issued to amend certain information in the above-named RFP. All information contained herein is binding on all Offerors who respond to this RFP. Specific parts of the RFP have been amended. The changes are listed below. New language has been double underlined and marked in **bold** (i.e. **word**), and language that has been deleted has been marked with a strikethrough (i.e. ~~word~~).

6. Table 3 in Section 2.2 Background, Purpose and Goals is revised and updated as follows:

~~Table 3 — Mail Statistics for SFY20 Through SFY23~~

	NMSNs Completed by Employers	— NMSNs Returned Undeliverable	IWNs Returned Undeliverable	Employer Term Notices from Employers
--	---	---	--	---

	SFY 20	SFY 21	SFY 22	SFY 23	SFY 20	SFY 21	SFY 22	SFY 23	SFY 20	SFY 21	SFY 22	SFY 23	SFY 20	SFY 21	SFY 22	SFY23
July	982	1457	1307	912	40	243	240	*	*	454	357	35	1257	1576	1537	966
August	1195	2839	1322	971	160	573	265	4	131	561	443	24	2267	1948	862	1074
September	1401	2159	1157	1139	166	224	168	*	433	595	197	9	1917	1889	590	917
October	1268	2199	547	1454	116	305	37	3	280	534	*	18	1689	1847	2	687
November	1977	2616	2616	959	226	515	*	*	405	451	*	18	1841	2423	*	519
December	1146	1789	1789	830	146	328	*	3	311	328	*	12	1411	2188	*	-665
January	2271	918	1431	397	166	87	141	5	*	157	326	37	1984	1106	1695	132
February	2115	2321	2242	424	322	177	385	5	*	287	476	42	1781	2315	1987	186
March	1352	3347	2613	736	153	441	329	4	*	515	669	37	1343	2581	2171	256
April	2306	1389	2145	567	302	216	384	3	*	370	626	32	2450	1691	2002	221
May	2254	1407	2562	875	467	150	422	1	*	315	650	33	2435	1629	1999	1804
June	1611	1580	1481	1050	121	335	247	10	*	465	596	29	2919	1644	1617	1190
Total	19878	24021	1680	10,314	2385	3594	2618	36	1560	5032	4340	326	23294	22837	14462	8617
Monthly Average	1,656	2,001	1,400	859.5	198	299	261	4	312	419	482	27	1941	1,903	1,205	718.08

Table 3 Mail Statistics for SFY20 Through SFY 24

	NMSNs Completed by Employers					NMSNs Returned Undeliverable					IWNs Returned Undeliverable					Employer Term Notices from Employers				
	SFY 20	SFY 21	SFY 22	SFY 23	SFY 24	SFY 20	SFY 21	SFY 22	SFY 23	SFY 24	SFY 20	SFY 21	SFY 22	SFY 23	SFY 24	SFY 20	SFY 21	SFY 22	SFY 23	SFY 24
July	<u>982</u>	<u>1457</u>	<u>1307</u>	<u>912</u>	<u>658</u>	<u>40</u>	<u>243</u>	<u>240</u>	<u>71</u>	<u>429</u>	<u>*</u>	<u>454</u>	<u>357</u>	<u>400</u>	<u>1353</u>	<u>1257</u>	<u>1576</u>	<u>1537</u>	<u>966</u>	<u>1354</u>
August	<u>1195</u>	<u>2839</u>	<u>1322</u>	<u>971</u>	<u>707</u>	<u>160</u>	<u>573</u>	<u>265</u>	<u>159</u>	<u>413</u>	<u>131</u>	<u>561</u>	<u>443</u>	<u>528</u>	<u>1531</u>	<u>2267</u>	<u>1948</u>	<u>862</u>	<u>1074</u>	<u>1531</u>
September	<u>1401</u>	<u>2159</u>	<u>1157</u>	<u>1139</u>	<u>846</u>	<u>166</u>	<u>224</u>	<u>168</u>	<u>302</u>	<u>517</u>	<u>433</u>	<u>595</u>	<u>197</u>	<u>716</u>	<u>1270</u>	<u>1917</u>	<u>1889</u>	<u>590</u>	<u>917</u>	<u>1270</u>
October	<u>1268</u>	<u>2199</u>	<u>547</u>	<u>1454</u>	<u>1086</u>	<u>116</u>	<u>305</u>	<u>37</u>	<u>254</u>	<u>588</u>	<u>280</u>	<u>534</u>	<u>*</u>	<u>627</u>	<u>900</u>	<u>1689</u>	<u>1847</u>	<u>2</u>	<u>687</u>	<u>901</u>
November	<u>1977</u>	<u>2616</u>	<u>2616</u>	<u>959</u>	<u>779</u>	<u>226</u>	<u>515</u>	<u>*</u>	<u>220</u>	<u>385</u>	<u>405</u>	<u>451</u>	<u>*</u>	<u>313</u>	<u>685</u>	<u>1841</u>	<u>2423</u>	<u>*</u>	<u>519</u>	<u>685</u>
December	<u>1146</u>	<u>1789</u>	<u>1789</u>	<u>830</u>	<u>679</u>	<u>146</u>	<u>328</u>	<u>*</u>	<u>167</u>	<u>365</u>	<u>311</u>	<u>328</u>	<u>1</u>	<u>210</u>	<u>935</u>	<u>1411</u>	<u>2188</u>	<u>*</u>	<u>665</u>	<u>935</u>
January	<u>2271</u>	<u>918</u>	<u>1431</u>	<u>397</u>	<u>943</u>	<u>166</u>	<u>87</u>	<u>141</u>	<u>139</u>	<u>469</u>	<u>*</u>	<u>157</u>	<u>326</u>	<u>159</u>	<u>883</u>	<u>1984</u>	<u>1106</u>	<u>1695</u>	<u>132</u>	<u>884</u>
February	<u>2115</u>	<u>2321</u>	<u>2242</u>	<u>424</u>	<u>918</u>	<u>322</u>	<u>177</u>	<u>385</u>	<u>188</u>	<u>532</u>	<u>*</u>	<u>287</u>	<u>476</u>	<u>223</u>	<u>934</u>	<u>1781</u>	<u>2315</u>	<u>1987</u>	<u>186</u>	<u>934</u>
March	<u>1352</u>	<u>3347</u>	<u>2613</u>	<u>736</u>	<u>1007</u>	<u>153</u>	<u>441</u>	<u>329</u>	<u>273</u>	<u>433</u>	<u>*</u>	<u>515</u>	<u>669</u>	<u>313</u>	<u>1046</u>	<u>1343</u>	<u>2581</u>	<u>2171</u>	<u>256</u>	<u>1046</u>
April	<u>2306</u>	<u>1389</u>	<u>2145</u>	<u>567</u>	<u>1053</u>	<u>302</u>	<u>216</u>	<u>384</u>	<u>248</u>	<u>545</u>	<u>*</u>	<u>370</u>	<u>626</u>	<u>334</u>	<u>929</u>	<u>2450</u>	<u>1691</u>	<u>2002</u>	<u>221</u>	<u>930</u>
May	<u>2254</u>	<u>1407</u>	<u>2562</u>	<u>875</u>	<u>775</u>	<u>467</u>	<u>150</u>	<u>422</u>	<u>400</u>	<u>413</u>	<u>*</u>	<u>315</u>	<u>650</u>	<u>2466</u>	<u>861</u>	<u>2435</u>	<u>1629</u>	<u>1999</u>	<u>1804</u>	<u>861</u>
June	<u>1611</u>	<u>1580</u>	<u>1481</u>	<u>1050</u>	<u>657</u>	<u>121</u>	<u>335</u>	<u>247</u>	<u>514</u>	<u>344</u>	<u>*</u>	<u>465</u>	<u>596</u>	<u>2070</u>	<u>931</u>	<u>2919</u>	<u>1644</u>	<u>1617</u>	<u>1190</u>	<u>932</u>
Total	<u>19878</u>	<u>24021</u>	<u>21212</u>	<u>10314</u>	<u>10108</u>	<u>2385</u>	<u>3594</u>	<u>2618</u>	<u>2935</u>	<u>5433</u>	<u>1560</u>	<u>5032</u>	<u>4341</u>	<u>8359</u>	<u>12258</u>	<u>23294</u>	<u>22837</u>	<u>14462</u>	<u>7952</u>	<u>12263</u>
Monthly Average	<u>1,657</u>	<u>2,002</u>	<u>1,768</u>	<u>860</u>	<u>842</u>	<u>199</u>	<u>300</u>	<u>262</u>	<u>245</u>	<u>453</u>	<u>312</u>	<u>419</u>	<u>434</u>	<u>697</u>	<u>1,022</u>	<u>1,941</u>	<u>1,903</u>	<u>1,446</u>	<u>723</u>	<u>1,022</u>

If you require clarification of the information provided in this amendment, please contact me via email at Henry.ThorStraten@maryland.gov .

Henry ThorStraten, Procurement Officer

October 7, 2025