



September 8, 2015

**RE: Request for Expression of Interest Responses
Licensed Child Placement Agency Per Diem Providers**

Dear Provider:

The Department of Human Resources (DHR), Social Services Administration (SSA) is requesting Expression of Interest responses from currently licensed per diem providers who provide or are interested in providing the following services: Treatment Foster Care and/or Independent Living services for children and adolescents. Providers must comply with the regulations and standards adopted by the Department of Human Resources, the Governor's Office of Children for Child Placement Agencies found in Code of Maryland Annotated Regulations (COMAR) 14.31.07.

DHR is seeking to contract with providers who are licensed to operate private independent living programs that prepare and assist youth between the ages of 16 and 20 to make the transition to living as independent citizens and providers licensed by DHR's Office of Licensing and Monitoring, pursuant to COMAR 07.02.13, to provide treatment foster care services to children with serious emotional, behavioral, medical, or psychological conditions.

Please indicate your intent to provide the services requested by submitting an Expression of Interest Letter or E-mail, that includes information regarding your program, organization, and how you intend to provide the services in compliance with the COMAR regulations.

Per COMAR 21.11.03, this procurement is subject to a Minority Business Enterprise (MBE) subcontracting goal. The MBE percentage will be determined based on the services to be provided and the availability of the MBEs in the provider's location. Your organization may be eligible to become a certified MBE, thus we strongly encourage all providers to visit the Maryland Department of Transportation's (MDOT) website for additional information and the listing of certified MBEs. The MDOT website is www.mdot.maryland.gov. You can speak directly with a MDOT certification specialist at 410-865-1269 for assistance. For immediate access to the certification application, go to http://www.mdot.maryland.gov/MBE_Program/Application.html.

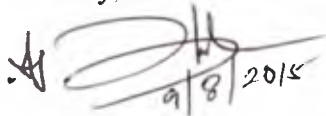
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Please ensure that the written Expression of Interest Letter or E-mail response is received by the individual identified below no later than 3:30pm on October 16, 2015. You must ensure that the written response was received. Please submit letters or e-mail responses to:

Aung Htut
Procurement Division
Department of Human Resources
311 West Saratoga Street, 9th Floor
Baltimore, Maryland 21201
Aung.htut@maryland.gov

Please call me at 410-767-7775 or email me at aung.htut@maryland.gov if you require additional information.

Sincerely,

A handwritten signature in black ink, appearing to be 'A Htut', with a date '9/8/2015' written below it.

Aung Htut
Procurement Supervisor

CC: Sandra Johnson
Tennille Thomas