

**DEPARTMENT OF BUDGET AND MANAGEMENT
ACTION AGENDA**

SERVICES CONTRACT

ITEM: 3-S **Agency Contact:** Jane Bailey 410-767-7072
jbailey@dhr.state.md.us

DEPARTMENT/PROGRAM: Human Resources (DHR)
Community Services Administration (CSA)
Maryland Legal Services Program (MLSP)

CONTRACT ID: See Attachment
Legal Representation for Children Involved
in Children In Need of Assistance (CINA) Cases
and Termination of Parental Rights (TRP)
Proceedings in the State of Maryland
ADPICS NOs. - See Attachment

CONTRACT DESCRIPTION: Multiple award contracts to 35 providers of legal
services for Children In Need of Assistance (CINA) cases and Termination of Parental Rights
(TPR) proceedings statewide.

AWARDS: See Attachment

TERM: 1/4/2007 - 1/3/2010 (W/Two 2-year renewal
options)

AMOUNT: \$46,210,691.00 (3-Year Base Contract)
\$36,442,205.00 (1st 2-Year Renewal Option)
\$41,490,403.00 (2nd 2-Year Renewal Option)
\$124,143,299.00 NTE (Total 7 Years)

PROCUREMENT METHOD: Competitive Sealed Proposals

PROPOSALS: See Attachment

MBE PARTICIPATION: 3%

PERFORMANCE SECURITY: None

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ITEM: 3-S (Cont.)

HIRING AGREEMENT ELIGIBLE: Yes (Commitment of 68 people to be hired)

INCUMBENTS: See Attachment

REQUESTING AGENCY REMARKS: A notice of the availability of the Request for Proposals (RFP) was advertised in the *Maryland Contract Weekly*, on *eMaryland Marketplace*, and the *DHR website*, and in 8 other local publications or newspapers. Copies of the RFP notice were mailed directly to 700 prospective vendors, of which 690 were Maryland firms and included 20 Minority Business Enterprises (MBEs).

Forty proposals were received in response to the RFP from a total of 10 offerors. Offerors were permitted to submit proposals for more than one jurisdiction. All 40 proposals were found to be reasonably susceptible of being selected for award. Thirty-five of the 40 proposals are being recommended for award, including 3 not subject to Board approval. Award recommendations were made by jurisdiction to the offers deemed most advantageous to the State, with technical factors having greater weight than price. The 35 awards represent a total of 8 offerors. Seven of the 8 offerors are incumbent contractors, and 4 are certified MBEs.

Sixteen of the 40 proposals were single offers from the incumbents. Each single offer was considered technically acceptable, the price was determined to be fair and reasonable, and it was determined that other vendors had reasonable opportunity to respond to the RFP. Accordingly, these sixteen proposals are selected for award.

The State of Maryland is statutorily mandated to provide legal representation for children involved in Children in Need of Assistance (CINA) cases and Termination of Parental Rights (TPR) proceedings. The Maryland Legal Services Program (MLSP) was created for the purpose of ensuring quality and effective legal representation in the State's Circuit Courts to children who have been victims of abuse and/or neglect and where the local Department of Social Services is a party to the case. Contracted legal services providers for the MLSP are required to provide consistent representation to this extremely vulnerable population, and must serve as a voice for child clients in various settings.

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ITEM: 3-S (Cont)

FUND SOURCE: 63% Gen.; 37% Fed. (Title IV-E Foster Care)

APPROP. CODE: N00C0104

RESIDENT BUSINESS: Yes, for all

MD TAX CLEARANCE: See Attachment

Board of Public Works Action - The above referenced Item was:

APPROVED

DISAPPROVED

DEFERRED

WITHDRAWN

WITH DISCUSSION

WITHOUT DISCUSSION

ATTACHMENT

ITEM: 3-S (Cont.)

PROPOSALS (Cont.):

XX BPW Item ▲ DBM item + Not selected * MBE	Vendor	Jurisdiction	Technical Rank	● 7-Year Avg. Fully Loaded Fixed Unit Price Per Case / Rank	Composite Rank	Incumbent
XX	CSA\MLSP-07-021 Legal Aid Bureau, Inc. Baltimore, MD ADPICS DOC ID #: N00B7200314 COMPTROLLER #: 06-2615-0110	Allegany	Single Bid	\$990 / N/A	N/A	Yes
XX	CSA\MLSP-07-022 Legal Aid Bureau, Inc. Baltimore, MD ADPICS DOC ID #: N00B7200315 COMPTROLLER #: 06-2615-0110	Anne Arundel	Single Bid	\$920 / N/A	N/A	Yes
XX	CSA\MLSP-07-001 Child Advocacy Project Eastern Shore, Inc. Chestertown, MD ADPICS DOC. ID #: N00B7200316 COMPTROLLER #: 06-2616-0001	Baltimore City	7	\$872 / 2	7	No
XX	CSA\MLSP-07-012 Children's Legal Services of Baltimore Baltimore, MD ADPICS DOC. ID #: N00B7200317 COMPTROLLER #: 06-2811-0110	Baltimore City	5	\$926 / 3	5	Yes

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ITEM: 3-S (Cont.)

PROPOSALS (Cont.):

XX BPW Item ▲ DBM item + Not selected * MBE	Vendor	Jurisdiction	Technical Rank	● 7-Year Avg. Fully Loaded Fixed Unit Price Per Case / Rank	Composite Rank	Incumbent
XX *	CSA\MLSP-07-013 Darlene Wakefield, PA Baltimore, MD ADPICS DOC ID #: N00B7200321 COMPTRROLLER #: 06-2621-0111	Baltimore City	2	\$858 / 1	1	Yes
XX *	CSA\MLSP-07-019 Lazarus & Burt, PA Baltimore, MD ADPICS DOC ID #: N00B7200318 COMPTRROLLER #: 06-2619-0111	Baltimore City	3	\$1095 / 6	3	Yes
XX	CSA\MLSP-07-023 Legal Aid Bureau, Inc. Baltimore, MD ADPICS DOC ID #: N00B7200320 COMPTRROLLER #: 06-2615-0110	Baltimore City	4	\$1033 / 5	4	Yes
XX	CSA\MLSP-07-036 Mecca's Place, Inc. Baltimore, MD ADPICS DOC ID #: N00B7200355 COMPTRROLLER #: 06-2831-0000	Baltimore City	6	\$954 / 4	6	No

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ITEM: 3-S (Cont.)

PROPOSALS (Cont.):

XX BPW Item ▲ DBM item + Not selected * MBE	Vendor	Jurisdiction	Technical Rank	● 7-Year Avg. Fully Loaded Fixed Unit Price Per Case / Rank	Composite Rank	Incumbent
XX *	CSA\MLSP-07-039 Randall & Sonnier, LLC Baltimore, MD ADPICS DOC. ID #: N00B7200354 COMPTRROLLER #: 06-2620-0111	Baltimore City	1	\$1198 / 7	2	Yes
XX	CSA\MLSP-07-002 Child Advocacy Project Eastern Shore, Inc. Chestertown, MD ADPICS DOC. ID #: N00B7200322 COMPTRROLLER #: 06-2616-0001	Baltimore County	4	\$872 / 1	4	No
XX	CSA\MLSP-07-024 Legal Aid Bureau, Inc. Baltimore, MD ADPICS DOC ID #: N00B7200323 COMPTRROLLER #: 06-2615-0110	Baltimore County	2	\$1059 / 3	2	Yes
XX *	CSA\MLSP-07-014 Darlene Wakefield, PA Baltimore, MD ADPICS DOC. ID #: N00B7200324 COMPTRROLLER #: 06-2621-0111	Baltimore County	1	\$957 / 2	1	Yes

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ITEM: 3-S (Cont.)
PROPOSALS (Cont.):

XX BPW Item ▲ DBM item + Not selected * MBE	Vendor	Jurisdiction	Technical Rank	● 7-Year Avg. Fully Loaded Fixed Unit Price Per Case / Rank	Composite Rank	Incumbent
XX	CSA\MLSP-07-037 Mecca's Place, Inc. Baltimore, MD ADPICS DOC ID #: N00B7200356 COMPTROLLER #: 06-2831-0000	Baltimore County	3	\$1097 / 4	3	No
XX	CSA\MLSP-07-025 Legal Aid Bureau, Inc. Baltimore, MD ADPICS DOC ID #: N00B7200326 COMPTROLLER #: 06-2615-0110	Calvert	Single Bid	\$883 / N/A	N/A	Yes
XX	CSA\MLSP-07-003 Child Advocacy Project Eastern Shore, Inc. Chestertown, MD ADPICS DOC. ID #: N00B7200327 COMPTROLLER #: 06-2616-0001	Caroline	Single Bid	\$919 / N/A	7	No
+	Legal Aid Bureau, Inc. Baltimore, MD	Carroll	2	\$840 / 1	2	No
XX *	CSA\MLSP-07-015 Darlene Wakefield, PA Baltimore, MD ADPICS DOC. ID #: N00B7200328 COMPTROLLER #: 06-2621-0111	Carroll	1	\$940 / 2	1	Yes

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ITEM: 3-S (Cont.)

PROPOSALS (Cont.):

XX BPW Item ▲ DBM item + Not selected * MBE	Vendor	Jurisdiction	Technical Rank	● 7-Year Avg. Fully Loaded Fixed Unit Price Per Case / Rank	Composite Rank	Incumbent
XX	CSA MLSP-07-004 Child Advocacy Project Eastern Shore, Inc. Chestertown, MD ADPICS DOC ID #: N00B7200329 COMPTRROLLER #: 06-2616-0001	Cecil	2	\$919 / 1	1	Yes
+	Legal Aid Bureau, Inc. Baltimore, MD	Cecil	1	\$981 / 2	2	No
XX	CSA MLSP-07-028 Legal Aid Bureau, Inc. Baltimore, MD ADPICS DOC ID #: N00B7200330 COMPTRROLLER #: 06-2615-0110	Charles	Single Bid	\$883 / N/A	N/A	Yes
▲	CSA MLSP-07-005 Child Advocacy Project Eastern Shore, Inc. Chestertown, MD ADPICS DOC ID #: N00B7200319 COMPTRROLLER #: 06-2616-0001	Dorchester	Single Bid	\$920 / N/A	N/A	Yes
XX	CSA MLSP-07-029 Legal Aid Bureau, Inc. Baltimore, MD ADPICS DOC ID #: N00B7200325 COMPTRROLLER #: 06-2615-0110	Frederick	1	\$810 / 1	1	Yes

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PROPOSALS (Cont.):

XX BPW Item ▲ DBM item + Not selected * MBE	Vendor	Jurisdiction	Technical Rank	● 7-Year Avg. Fully Loaded Fixed Unit Price Per Case / Rank	Composite Rank	Incumbent
+	Law Office of Rensburg & McGill Frederick, MD	Frederick	2	\$921 / 2	2	No
XX	CSA\MLSP-07-030 Legal Aid Bureau, Inc. Baltimore, MD ADPICS DOC ID #: N00B7200334 COMPTROLLER #: 06-2615-0110	Garrett	Single Bid	\$1024 / N/A	N/A	Yes
XX *	CSA\MLSP-07-016 Darlene Wakefield, PA Baltimore, MD ADPICS DOC. ID #: N00B7200335 COMPTROLLER #: 06-2621-0111	Harford	1	\$938 / 1	1	Yes
XX	CSA\MLSP-07-031 Legal Aid Bureau, Inc. Baltimore, MD ADPICS DOC ID #: N00B7200336 COMPTROLLER #: 06-2615-0110	Harford	2	\$1101 / 2	2	No
XX *	CSA\MLSP-07-017 Darlene Wakefield, PA Baltimore, MD ADPICS DOC. ID #: N00B7200337 COMPTROLLER #: 06-2621-0111	Howard	Single Bid	\$939 / N/A	N/A	Yes

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ITEM: 3-S (Cont.)
PROPOSALS (Cont.):

XX BPW Item ▲ DBM item + Not selected * MBE	Vendor	Jurisdiction	Technical Rank	● 7-Year Avg. Fully Loaded Fixed Unit Price Per Case / Rank	Composite Rank	Incumbent
▲	CSA\MLSP-07-006 Child Advocacy Project Eastern Shore, Inc. Chestertown, MD ADPICS DOC ID #: N00B7200338 COMPTROLLER #: 06-2616-0001	Kent	Single Bid	\$918 / N/A	N/A	Yes
XX *	CSA\MLSP-07-020 Lazarus & Burt, PA Baltimore, MD ADPICS DOC ID #: N00B7200339 COMPTROLLER #: 06-2619-0111	Montgomery	1	\$1402 / 2	2	Yes
XX	CSA\MLSP-07-032 Legal Aid Bureau, Inc. Baltimore, MD ADPICS DOC ID #: N00B7200340 COMPTROLLER #: 06-2615-0110	Montgomery	2	\$1102 / 1	1	Yes
XX	CSA\MLSP-07-033 Legal Aid Bureau, Inc. Baltimore, MD ADPICS DOC ID #: N00B7200341 COMPTROLLER #: 06-2615-0110	Prince George's	Single Bid	\$1112 / N/A	N/A	Yes

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ITEM: 3-S (Cont.)
PROPOSALS (Cont.):

XX BPW Item ▲ DBM item + Not selected * MBE	Vendor	Jurisdiction	Technical Rank	● 7-Year Avg. Fully Loaded Fixed Unit Price Per Case / Rank	Composite Rank	Incumbent
+	The Law Office of Kelly S. Cromer Hagerstown, MD	Washington	3	\$659 / 2	2	No
+	Legal Aid Bureau, Inc. Baltimore, MD:	Washington	2	\$838 / 3	3	No
XX *	CSA\MLSP-07-038 Patricia Patton Legal & Mediation Services, PA Hagerstown, MD ADPICS DOC. ID #: N00B7200331 COMPTRROLLER #: 06-2618-0111	Washington	1	\$559 / 1	1	Yes
XX	CSA\MLSP-07-010 Child Advocacy Project Eastern Shore, Inc. Chestertown, MD ADPICS DOC. ID #: N00B7200332 COMPTRROLLER #: 06-2616-0001	Wicomico	Single Bid	\$919 / N/A	N/A	Yes
XX	CSA\MLSP-07-011 Child Advocacy Project Eastern Shore, Inc. Chestertown, MD ADPICS DOC. ID #: N00B7200333 COMPTRROLLER #: 06-2616-0001	Worcester	Single Bid	\$920 / N/A	N/A	Yes

● The 7-Year Average Fully Loaded Fixed Unit Price Per Case includes both Option Periods. Both Option Periods are 2 years each.