



Date: November 21, 2016

RE: Request for Expression of Interest Responses #SSA/CPA 18-001S
Licensed Child Placement Agency Per Diem Providers

Dear Provider:

Pursuant to the Maryland Annotated Code, State Finance and Procurement Article § 13-106 and the Code of Maryland Annotated Regulations (COMAR) 21.14.01.04, the Department of Human Resources (Department or DHR), Social Services Administration (SSA) is issuing a general request for Expressions of Interest (EOI). As a provider that is currently licensed to provide or is interested in providing the following services: Treatment Foster Care (TFC) and Independent Living (ILP) services for children and adolescents, on a per diem basis, you are being asked to respond in writing with general expressions of interest. Providers must comply with the regulations and standards adopted by the Department for Child Placement Agencies found in COMAR Title 7, Subtitles 2 and 5.

The Department is seeking to contract with providers for State Fiscal Year 18, beginning July 1, 2017, who are licensed by DHR's Office of Licensing and Monitoring (OLM), pursuant to COMAR 07.05.04, to operate private ILPs that prepare and assist youth between the ages of 16 and 20 to make the transition to living as independent citizens, and providers to provide TFC services to children with serious emotional, behavioral, medical, or psychological conditions pursuant to COMAR 07.02.21. **All licensed providers, including those that currently have contracts with the Department, that are interested in providing child placement agency services must reply to this request for EOI as the current contracts will end June 30, 2017.**

Please indicate your intent by submitting an EOI Letter, that includes information regarding your program and how you intend to provide the services in compliance with the COMAR regulations. The response shall contain:

1. a detailed program description of services;
2. a staffing plan;
3. a caseload description and number of youth to be served;
4. the jurisdiction where services are rendered;
5. a valid license that indicates that the program is in good standing with OLM;
6. a company organizational chart;
7. certificate of insurance; and
8. child profile information (types of clients you serve).

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, or may be eligible to meet some of the MBE goal itself; thus, DHR strongly encourages all providers to visit the Maryland Department of

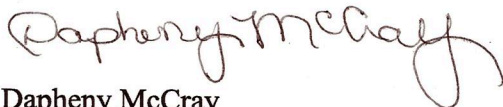
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Transportation's (MDOT) website for additional information and the listing of certified MBEs. The MDOT website is www.mdot.maryland.gov. You can speak directly with a MDOT certification specialist at 410-865-1269 for assistance. For immediate access to the certification application, go to http://www.mdot.maryland.gov/MBE_Program/Application.html.

Please ensure that the written EOI response is received by the Procurement Officer identified below no later than 3:30 p.m. on December 19, 2016 and delivered in a manner that ensures receipt by the Procurement Officer. For purposes of this EOI, the Procurement Officer is the sole point of contact. Please submit responses and direct all inquiries to:

Dapheny McCray
Procurement Division
Department of Human Resources
311 West Saratoga Street, 9th Floor
Baltimore, Maryland 21201
dapheny.mccray@maryland.gov
410-767-7068

Sincerely,



Dapheny McCray
Procurement Officer

cc: Sandra Johnson
Aung Htut
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