



DEPARTMENT OF HUMAN RESOURCES

SOLICITATION NOTICE

PROPOSALS ARE BEING ACCEPTED FOR THE FOLLOWING:



Office of the Attorney General STATE ADMINISTRATION

DHR SOLICITATION NUMBER: OAG/LCS/16-001-S

DESCRIPTION: Legal Consultation Services

SUMMARY STATEMENT: The Department of Human Resources (DHR or Department), Office of the Attorney General (OAG) intends to acquire legal services for the purpose of assisting the Department in developing recommendations for the establishment and oversight of a program for the saving and conservation of funds for all foster children, including, but not limited to, children who receive social security and veteran's benefits, in a manner that complies with federal law and policy, and avoids any resource, asset, and income limitations for receipt of those benefits.

REQUIREMENTS: The Department seeks the assistance of a legal consultant to assist the Department in developing recommendations for the establishment and oversight of a program for the saving and conservation of funds for all foster children, including, but not limited to, children who receive social security and veteran's benefits, in a manner that complies with federal law and policy, and avoids any resource, asset, and income limitations for receipt of those benefits.

ADDITIONAL INFORMATION: The consultant must be well versed in federal and state statutes, regulations, and policies governing public benefits, with a special emphasis on veteran's benefits and social security benefits, including Old Age, Survivors, and Disability Insurance (OASDI) and SSI and the laws and policies governing the use, conservation and savings of social security benefits, and veteran's benefits, including the implications for foster children of saving and conserving benefits on continuing eligibility for benefits and eligibility for other public benefits programs. The ideal consultant will have knowledge and expertise in the areas of eligibility, asset, income and resource limitations; exemptions from asset, income, and resource limitations; appointment of representative payees; administration, use, misuse, receipt of lump-sum accumulated benefits; conservation, savings, documentation, accounting, and record-keeping; reporting requirements; use and return of accumulated benefits; appellate procedures with regard to veteran's benefits and social security benefits received by or on behalf of foster children of all ages up to and including age 21; and be well versed in trust formation and administration, with a special emphasis on Supplemental Needs Trusts (SNTs) and pooled trusts.

USER AGENCY: Office of the Attorney General

BIDS DUE: 3:00 p.m. September 11, 2015

BASIS FOR AWARD: A single Contract will be awarded to the responsible Offeror whose Proposal meets the specifications set forth in the Small Procurement Solicitation, and

provides the most advantageous Offer to the State considering both price and technical factors.

VENDORS INTERESTED IN SUBMITTING A PROPOSAL ON THE ABOVE LISTED PROJECT SHOULD DIRECT INQUIRIES TO:

James Redditt, Procurement Officer
Department of Human Resources
Procurement Division
311 W. Saratoga Street, Room 946-A
Baltimore, Maryland 21201
(410) 767-7675 voice
(410) 333-0258 FAX
James.Redditt@Maryland.gov

Note: Facsimile or Electronic Proposals will NOT be accepted.

Solicitation documents are available on eMaryland Marketplace at <https://emaryland.buyspeed.com/bsol/> under Solicitation # **MDN0031022595**.

Minority Business Enterprises and Small Business Reserves are strongly encouraged to respond to this solicitation.