

**Questions and Responses No. 1**

**From Pre Proposal Conference**

**For**

**Request for Proposals (RFP)**

**For**

**The Maryland Kinship Care Resource Center**

**DHR Agency Control No. SSA/KC/12-001-S**

**MBE QUESTIONS**

1. **Question:** What happens when the subcontractor cannot deliver what they promised to the prime contractor when they initially enter into a partnership agreement?

**Response:** The prime contractor should issue a corrective action plan to see what the problem is and how it can be resolved. If the problem can't be resolved, the prime contractor can put in a request for a subcontractor change. The request will have to be submitted in the form of a memo to DHR in order to get approved. DHR is looking for the contractor's efforts to replace that subcontractor, so therefore the Prime contractor would need to have documentation of the failure of the subcontractor to comply.

**HIRING AGREEMENT QUESTIONS**

2. **Question:** Is the Welfare-to-Work Tax Credit the same as the earned-income credit, or is this different from the earned- income credit?

**Response:** No. The Welfare-to-Work Tax Credit is not the same as the earned-income tax credit. The Welfare-to-Work Tax Credit allows certain state contractors to receive up to \$8,500 in tax credits over a two-year period per one employee for four of six targeted groups (current and former Temporary Cash Assistance customers and children of current and former Temporary Cash Assistance customers).

3. **Question:** Is there a window to provide the contractor with qualified candidates?

**Response:** Yes. Under procedure for House Bill 268, Section 13-224 of the State Finance and Procurement Article, the Hiring Agreement Program is allowed three business days to provide the contractor with qualified candidates based upon the job order form that the contractor completes. After the three days are passed, the contractor should not receive any additional candidates from our office. If the contractor deems the hiring agreement program candidates qualified, then a decision is required on those candidates prior to considering non-program

candidates. If no candidate or no qualified candidates are received by the contractor, the hiring agreement program will provide the contractor with a Waiver, stating that the contractor has complied with the guidelines of the law. At this point the contractor is free to advertise the position(s) and hire whomever they wish.

4. **Question:** I assume that the hiring agreement program wants a written decision?

**Response:** Yes. A written decision means that the contractor has complied.

#### **SPECIFICATION QUESTIONS**

5. **Question:** Would emergency transportation runs be built into this project? Even though, in some of the world jurisdictions, transportation can be unbelievably expensive.

**Response:** Yes.

6. **Question:** Are vendors to submit the names of all of the kinship caregivers that would be encountered, either participating in training, support groups, phone calls, one-to-one. If caregivers are concerned with reporting their full name can vendors use initials? If so, should vendors ask permission before we submit their names?

**Response:** Yes, vendors should submit the names of all of the kinship caregivers that would be encountered. If a caregiver has concerns about name submittal, then getting permission to use the caregivers initials would be fine, if caregivers were not willing to release their full name. The names would be used to maintain a database for SSA to also send correspondence to kinship care providers.

7. **Question:** How would the contractor know that a referral is coming from DSS?

**Response:** Asking this information can perhaps be a part of your initial screening to find out if a individual is a referral from DSS or not.

8. **Question:** Currently, is there a resource center or is this a new initiative?

**Response:** Currently, there is not a resource center in place. The last award was in 2008 with Coppin State University. However, DHR is still providing kinship care services throughout the State but there is no resource center that is coordinating all those efforts.