

DEPARTMENT OF HUMAN SERVICES
STATEMENT OF NEED / REQUEST FOR PROPOSAL FOR
DETP & HIGH RESIDENTIAL CHILD CARE SERVICES
SSA/SONGH/18-001-S

QUESTIONS AND RESPONSES 3

Question 28: The Amendment to the RFP states that a prospective provider that doesn't already possess a license should have the ability to obtain licensure by March 1st and section 2.4.1 from the General Requirements states that the new program must have a license within 10 days of the recommendation for award. Can you clarify how we should address our capability to obtain a license by the deadline? When does the full application need to be submitted in order to obtain a license?

Response: Once you have decided to respond to the SON you may contact Helen Murray-Miller at [410-767-7198](tel:410-767-7198) to request an application for licensing a residential child care program. Once your application is received in the Office of Licensing and Monitoring, the completed application will be evaluate for COMAR standards, OLM will inspect the proposed physical plant and propose to issue or deny the license within 30 days. The applicant can submit an application to the Office of Licensing and Monitoring, Attn: Helen Murray-Miller, [311 W. Saratoga Street, 4th floor Baltimore Md. 21201](mailto:helen.murray-miller@maryland.gov) or by email at helen.murray-miller@maryland.gov. In order to obtain license by March 1st deadline, it is highly recommended that you submit a completed application to the Office of Licensing and Monitoring by January 12th.

Question 29: Does Attachment W have to be submitted with the packet? Upon asking OLM for direction on applying for licensing we were advised to wait until a contract was awarded and then submit the application for licensure.

Response: Please refer to the response of Question 28 for when to submit the application for licensure. Proof of submission of the application should be included under Tab D of your Technical Proposal (see RFP Section 5.4.2.5).

Question 30: With the delay of the submission date for the SON response, will the start date also be delayed? If so, is there consideration to what the new start date would be?

Response: **The Department does not intend to revise the contract start date at this time.**