



Maryland

DEPARTMENT OF HUMAN SERVICES

Wes Moore, Governor · Aruna Miller, Lt. Governor · Rafael López, Secretary

REQUEST FOR GRANT PROPOSALS (RFGP)

STATE OF MARYLAND

DEPARTMENT OF HUMAN SERVICES

(DHS)

ACCESS AND VISITATION PROGRAMS

RFP NUMBER: CSA/ AV-26-001-S

AMENDMENT # 1

April 28, 2025

Dear Prospective Offerors:

This amendment is being issued to amend certain information in the above-named RFGP. All information contained herein is binding on all Offerors who respond to this RFGP. Specific parts of the RFP have been amended. The changes are listed below. New language has been double underlined and marked in **bold (i.e. word)**, and language that has been deleted has been marked with a strikethrough (i.e. ~~word~~).

1. RFGP KEY INFORMATION SUMMARY SHEET

STATE OF MARYLAND DEPARTMENT OF HUMAN SERVICES

RFGP KEY INFORMATION SUMMARY SHEET

Request for Grant Proposals: CSA Access and Visitation Program Solicitation

Number: CSA/AV/26-001-S

RFGP Issue Date: April 16, 2025

RFGP Issuing Office: Maryland Department of Human Services

Child Support Administration

Procurement Officer: Kanisha Reed

Department of Human Services 25 S Charles St 18th Floor Baltimore, Maryland

21201-3500

Telephone Number: (410) 767 -7792



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DEPARTMENT OF HUMAN SERVICES

Wes Moore, Governor · Aruna Miller, Lt. Governor · Rafael López, Secretary

E-mail: Kanisha.reed@maryland.gov

State Project Manager: Arlette Thomas-Fletcher Child Support Administration

25 S Charles St, Baltimore, Maryland 21201-3500

Telephone Number: (410) 767-2799

Work Cell: (443) 257-3605

Fax: (410) 333-0952

Email: Arlette.Thomasflether@Maryland.Gov

Proposals are to be sent: Kanisha.Reed@maryland.gov

**Pre-Proposal Conference: ~~April 29, 2025~~ 9:00am (local time) May 7, 2025
9:00am—12:00pm (Local time)**

Via Google Meets – will be provided at release

Closing Date and Time: May 16, 2025 -2:00pm (local time)

2. Section 1.6 Pre -Proposal Conference

A Pre-Proposal Conference (Virtual) will be held virtually on ~~April 29, 2025~~ May 7, 2025 beginning at 9:00am Local Time, via Virtual. All prospective Applicants are encouraged to attend in order to facilitate better preparation of their Proposals.

The Tele-Conference will be transcribed. As promptly as is feasible subsequent to the tele- conference, a transcription of the tele-conference and all questions and answers known at that time will be distributed to all prospective Applicants known to have received a copy of this RFGP. This transcript, as well as the questions and answers, will also be posted on the DHS website.

Please e-mail the Pre-Proposal Conference Response Form to the Procurement Officer no later than ~~April 24, 2025~~, May 2, 2025 2:00pm Local Time. The Pre-Proposal Conference Response Form is included as Attachment C to this RFGP. In addition, if there is a need for sign language interpretation and/or other special accommodation, please notify the Procurement Officer no later than ~~April 24, 2025~~, May 2, 2025 2:00pm local time. The Department will make a reasonable effort to provide such special accommodation.



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3. Attachment C – PRE-PROPOSAL CONFERENCE RESPONSE FORM

Solicitation Number: CSA/AV 26-001-S CSA Access & Visitation Programs

A Pre-Proposal Conference will be held virtually on Google meets on ~~April 29, 2025~~
May 7, 2025 – 9:00 am – local time Please return this form by ~~April 24, 2025~~, **May 2,**
2025 at 2:00pm – local time, advising whether or not you plan to attend.

Return via e-mail this form to the Procurement Officer:

Kanisha Reed

Department of Human Services

Procurement Division

25 S Charles, Baltimore MD 21201

Email: kanisha.reed@maryland.gov

Please indicate:

☐ Yes, the following representatives will be in attendance

Please PRINT and include email address(es): 1.

2.

3.

☐ No, we will not be in attendance.

Please specify whether any reasonable accommodations are requested (see RFGP § 1.6
“Pre-Proposal Conference”):

Signature Title

Name of Firm (please print)

Kanisha Reed

Procurement Officer

April 28, 2025