

**State of Maryland
State of Maryland Department of Human Services
Request For Proposals (RFP)**

**Maryland State Directory of New Hires
CSA/MSDNH-25-001-S**

AMENDMENT #1

September 4, 2025

Dear Prospective Offerors:

This amendment is being issued to amend certain information in the above-named RFP. All information contained herein is binding on all Offerors who respond to this RFP. 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. The RFP Key Information Summary Sheet is revised as follows:

Proposal Due (Closing) Date and Time:	Wednesday, September 10, 2025, 2:00pm Local Time <u>Friday, October 3, 2025, 2:00pm Local Time</u> Offerors are reminded that a completed Feedback Form is requested if a no-bid decision is made (see <u>page iv</u>).
--	--

2. The RFP Section 4.26.2 paragraph after section E is revised as follows:

~~*An Offeror must properly complete and submit a separate Attachment D-1A, MBE Utilization and Fair Solicitation Affidavit & MBE Participation Schedule, for EACH Functional Area (I and II) for which it is submitting a proposal. If an Offeror is submitting a proposal for each of Functional Areas I and II, the Offeror must submit two separate Attachment D-1As, one for each of the two Functional Areas.*~~

3. The RFP Section 7, Table 1: RFP Attachments and Appendices is revised as follows:

Y	With Proposal	D	MBE Forms D-1A (see link at http://procurement.maryland.gov/wp-content/uploads/sites/12/2018/05/AttachmentDMBE-Forms-1.pdf) IMPORTANT: If this RFP contains different Functional Areas or Service Categories, A separate Attachment D-1A is to be submitted for each Functional Area or Service Category where there is a MBE goal.
---	---------------	---	---



Y	With Proposal	E	<p>Veteran-Owned Small Business Enterprise (VSBE) Form E-1A (see link at http://procurement.maryland.gov/wp-content/uploads/sites/12/2018/04/AttachmentE-VSBEForms.pdf)</p> <p>IMPORTANT: If this RFP contains different Functional Areas or Service Categories. A separate Attachment E-1A is to be submitted for each Functional Area or Service Category where there is a VSBE goal.</p>
---	---------------	---	---

If you require clarification of the information provided in this amendment, please contact me via email at Henry.ThorStraten@maryland.gov.

Henry ThorStraten, Procurement Officer
September 4, 2025